

AGENDA

REGULAR MEETING OF COUNCIL

Monday, May 8, 2017

7:00 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



www.dnv.org

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REGULAR MEETING OF COUNCIL

7:00 p.m.
Monday, May 8, 2017
Council Chamber, Municipal Hall,
355 West Queens Road, North Vancouver

AGENDA

BROADCAST OF MEETING

- Live broadcast on Shaw channel 4
- Rebroadcast on Shaw channel 4 at 9:00 a.m. Saturday
- Online at www.dnv.org

CLOSED PUBLIC HEARING ITEMS NOT AVAILABLE FOR DISCUSSION

- Bylaw 8142 – Rezoning Employment Zone – Lynn Creek Light Industrial
- Bylaw 8197 – Rezoning 854, 858 & Lot 5 Orwell Street and 855 Premier Street
- Bylaw 8217 – Zoning Bylaw Amendment re: Temporary Use Permits
- Bylaw 8219 – OCP Amendment 1946-1998 Glenaire Drive
- Bylaw 8220 – Rezoning 1946-1998 Glenaire Drive

1. ADOPTION OF THE AGENDA

1.1. May 8, 2017 Regular Meeting Agenda

Recommendation:

THAT the agenda for the May 8, 2017 Regular Meeting of Council for the District of North Vancouver is adopted as circulated, including the addition of any items listed in the agenda addendum.

2. PUBLIC INPUT

(limit of three minutes per speaker to a maximum of thirty minutes total)

3. PROCLAMATIONS

3.1. National Missing Children's Month – May 2017; and, p. 9
Missing Children's Day – May 25, 2017

3.2. NAOSH Week – May 6-13, 2017 p. 11

4. RECOGNITIONS

5. DELEGATIONS

- 5.1. Don Peters, Chair, Community Housing Action Committee and David Hutniak, Chief Executive Officer, Landlord BC** **p. 15-19**
Re: Membership in the Landlord Registry

6. ADOPTION OF MINUTES

- 6.1. April 24, 2017 Regular Meeting of Council** **p. 23-27**

Recommendation:

THAT the minutes of the April 24, 2017 Regular Meeting of Council are adopted.

- 6.2. May 1, 2017 Regular Meeting of Council** **p. 29-33**

Recommendation:

THAT the minutes of the May 1, 2017 Regular Meeting of Council are adopted.

7. RELEASE OF CLOSED MEETING DECISIONS

8. COUNCIL WORKSHOP REPORT

9. REPORTS FROM COUNCIL OR STAFF

With the consent of Council, any member may request an item be added to the Consent Agenda to be approved without debate.

If a member of the public signs up to speak to an item, it shall be excluded from the Consent Agenda.

Recommendation:

THAT items _____ are included in the Consent Agenda and are approved without debate.

- 9.1. Bylaw 8229, 2017: Belle Isle Place Highway Closure** **p. 37-44**
File No.08.3166.20/036

Public Input Opportunity

Recommendation:

THAT "Belle Isle Place Highway Closure Bylaw 8229, 2017" is given SECOND and THIRD Readings.

- 9.2. Bylaws 8217, 8144 and 8218: Temporary Use Permits Amendment, Development Procedures Bylaw and Fees & Charges Amendment** **p. 45-98**
File No. 09.3900.01/000.000

Recommendation:

THAT “The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)” is given SECOND and THIRD Readings;

AND THAT “Development Procedures Bylaw 8144, 2017” is given SECOND and THIRD Readings;

AND THAT “The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8218, 2017 (Amendment 51)” is given SECOND and THIRD Readings.

9.3. Tax Rates Bylaw 8235, 2017

p. 99-104

File No. 09.3900.01/000.000

Recommendation:

THAT “Tax Rates Bylaw 8235, 2017” is ADOPTED.

9.4. 2016 Audited Financial Statements

p. 105-142

File No.

Recommendation:

THAT the 2016 Audited Consolidated Statements of the District of North Vancouver are considered and approved.

THAT the 2016 Audited Financial Statements of the North Vancouver Recreation & Culture Commission are considered and approved.

9.5. Filing Under the *Financial Information Act* – 2016 Statement of Financial Information

p. 143-174

File No.05.1760

Recommendation:

THAT the 2016 Statement of Financial Information (SOFI) of the District of North Vancouver is approved.

9.6. Public Art – Three Artworks for Deaccessioning

p. 175-182

File No.

Recommendation:

THAT the community art project entitled Drifters be deaccessioned from the District of North Vancouver's Public Art Collection;

AND THAT the artwork entitled Delbrook Arches be deaccessioned from the District of North Vancouver's Public Art Collection;

AND THAT the community public artwork entitled Mosquito Creek, which functioned as the sign for William Griffin Park, be deaccessioned from the District of North Vancouver's Public Art Collection.

10. REPORTS

10.1. Mayor

10.2. Chief Administrative Officer

10.3. Councillors

10.4. Metro Vancouver Committee Appointees

10.4.1. Aboriginal Relations Committee – Councillor Hanson

10.4.2. Housing Committee – Councillor MacKay-Dunn

10.4.3. Regional Parks Committee – Councillor Muri

10.4.4. Utilities Committee – Councillor Hicks

10.4.5. Zero Waste Committee – Councillor Bassam

10.4.6. Mayors Council – TransLink – Mayor Walton

11. ANY OTHER BUSINESS

12. ADJOURNMENT

Recommendation:

THAT the May 8, 2017 Regular Meeting of Council for the District of North Vancouver is adjourned.

PROCLAMATIONS

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PROCLAMATION

“National Missing Children’s Month and Missing Children’s Day” (May, 2017)

WHEREAS: Child Find British Columbia, a provincial member of Child Find Canada is a non-profit, registered charitable organization, incorporated in 1984; and

WHEREAS: The Mandate of Child Find British Columbia is to educate children and adults about abduction prevention; to promote awareness of the problem of missing children, and to assist in the location of missing children; and

WHEREAS: Child Find has recognized Green as the colour of Hope, which symbolizes a light in the darkness for all missing children; and

WHEREAS: Child Find’s annual Green Ribbon of Hope Campaign will be held in the month of May and May 25th is National Missing Children’s Day;

NOW THEREFORE I, Richard Walton, Mayor of the District of North Vancouver, do hereby proclaim May as Child Find’s Green Ribbon of Hope month and May 25th as National Missing Children’s day. I urge our citizens to wear a green ribbon as a symbol of Hope for the recovery of all missing children; and to remain vigilant in our common desire to protect and nurture the youth of our Province.

Richard Walton
MAYOR

Dated at North Vancouver, BC
This 8th day of May 2017

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PROCLAMATION

"NAOSH WEEK"

MAY 6 – 13, 2017

- WHEREAS:** May 6th to 13th has been designated as this year's North American Occupational Safety and Health (NAOSH) Week. Now in its' twenty first year, governments, employers and workers across the continent of North America will take time out from their normal activities to promote the importance of preventing injury and illness in the workplace and at home; and
- WHEREAS:** The goal of NAOSH Week activities and events is to focus the attention of all stakeholders on this important topic and encourage them to equip themselves with tools, information and knowledge, educate each other with positive attitudes and behaviours that will convey commitment and confidence at work, at home and in the community; and
- WHEREAS:** Together many safety partners now throughout North America work hard to promote and encourage the goals of NAOSH Week;
- NOW THEREFORE I,** Richard Walton, Mayor of the District of North Vancouver, do hereby proclaim the week of May 6th – 13th, as "NAOSH WEEK" in the District of North Vancouver.

Richard Walton
MAYOR

Dated at North Vancouver, BC
This 8th Day of May 2017

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DELEGATIONS

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RECEIVED

MAR 21 2017

RECEPTION
DISTRICT OF NORTH VANCOUVER

5.1

Delegation to Council Request Form

District of North Vancouver

Clerk's Department

355 West Queens Rd, North Vancouver, BC V7N 4N5

Questions about this form: Phone: 604-990-2311

Form submission: Submit to address above or Fax: 604.984.9637

COMPLETION: To ensure legibility, please complete (type) online then print. Sign the printed copy and submit to the department and address indicated above.

Delegations have five minutes to make their presentation. Questions from Council may follow.

Name of group wishing to appear before Council: Community Housing Action Committee & Landlord BC

Title of Presentation: Membership in the Landlord Registry

Name of person(s) to make presentation: Don Peters (Chair CHAC) & David Hutniak (CEO Landlord BC)

Purpose of Presentation:

- ☐ Information only
☐ Requesting a letter of support
☒ Other (provide details below)

Please describe:

Attach separate sheet if additional space is required

Both CHAC and Landlord BC believe that all landlords should be members of the new Landlord Registry. Membership will bring benefits to both parties: more accountability for landlords, and more protection and information for renters. The presenters will request that municipalities endorse the Registry in principle, subject to a staff report.

| | | |
|---|------------------------------|-------------------------------|
| Contact person (if different than above): | <u>Don Peters</u> | <u>David Hutniak</u> |
| Daytime telephone number: | <u>604-985-7138</u> | <u>604-733-9440</u> |
| Email address: | <u>Don.Peters@nscr.bc.ca</u> | <u>dhutniak@landlordbc.ca</u> |

Will you be providing supporting documentation? ☒ Yes ☐ No

If yes:

- ☒ Handout ☐ DVD
☒ PowerPoint presentation

Note: All supporting documentation must be provided 12 days prior to your appearance date. This form and any background material provided will be published in the public agenda.

Presentation requirements: ☐ Laptop ☐ Tripod for posterboard
☐ Multimedia projector ☐ Flipchart
☐ Overhead projector

Arrangements can be made, upon request, for you to familiarize yourself with the Council Chamber equipment on or before your presentation date.

Delegation to Council Request Form

Rules for Delegations:

1. Delegations must submit a Delegation to Council Request Form to the Municipal Clerk. Submission of a request does not constitute approval nor guarantee a date. The request must first be reviewed by the Clerk.
2. The Clerk will review the request and, if approved, arrange a mutually agreeable date with you. You will receive a signed and approved copy of your request form as confirmation.
3. A maximum of two delegations will be permitted at any Regular Meeting of Council.
4. Delegations must represent an organized group, society, institution, corporation, etc. Individuals may not appear as delegations.
5. Delegations are scheduled on a first-come, first-served basis, subject to direction from the Mayor, Council, or Chief Administrative Officer.
6. The Mayor or Chief Administrative Officer may reject a delegation request if it regards an offensive subject, has already been substantially presented to council in one form or another, deals with a pending matter following the close of a public hearing, or is, or has been, dealt with in a public participation process.
7. Supporting submissions for the delegation should be provided to the Clerk by noon 12 days preceding the scheduled appearance.
8. Delegations will be allowed a maximum of five minutes to make their presentation.
9. Any questions to delegations by members of Council will seek only to clarify a material aspect of a delegate's presentation.
10. Persons invited to speak at the Council meeting may not speak disrespectfully of any other person or use any rude or offensive language or make a statement or allegation which impugns the character of any person.
11. Please note the District does not provide grants or donations through the delegation process.
12. Delegation requests that are non-jurisdictional or of a financial nature may not be accepted.

Helpful Suggestions:

- have a purpose
- get right to your point and make it
- be concise
- be prepared
- state your request, if any
- do not expect an immediate response to a request
- multiple-person presentations are still five minutes maximum
- be courteous, polite, and respectful
- it is a presentation, not a debate
- the Council Clerk may ask for any relevant notes (if not handed out or published in the agenda) to assist with the accuracy of our minutes

I understand and agree to these rules for delegations

DON PETERS

Name of Delegate or Representative of Group

MAR-20/17

Date

[Signature]
Signature

For Office Use Only

Approved by:

Municipal Clerk

Deputy Municipal Clerk



Appearance date:

May 8, 2017

Receipt emailed on:

April 13, 2017

Rejected by:

Mayor

CAO



Applicant informed on:

Applicant informed by:

The personal information collected on this form is done so pursuant to the Community Charter and/or the Local Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The personal information collected herein will be used only for the purpose of processing this application or request and for no other purpose unless its release is authorized by its owner, the information is part of a record series commonly available to the public, or is compelled by a Court or an agent duly authorized under another Act. Further information may be obtained by speaking with The District of North Vancouver's Manager of Administrative Services at 604-990-2207 or at 355 W Queens Road, North Vancouver.



BC launches landlord registry to professionalize rental industry

JANUARY 20, 2017

January 18, 2017, Victoria, B.C. – A registry for landlords designed to professionalize the rental industry throughout the province launched today. The registry developed by LandlordBC will allow tenants to screen their potential landlords to ensure they are familiar with the basics of the Residential Tenancy Act – the guideline for rental agreements in BC.

“It’s time that landlords start to treat the rental unit they manage like a business,” said David Hutniak, CEO LandlordBC. “This registry gives renters a tool to see if the person they are renting from has credibility and knowledge.”

More than 30 per cent of BC uses rental housing, about 550,000 units. Research shows currently that too many landlords don’t treat their rental property like a

business leaving them open to having a tenant take legal action against them that costs money and time.

“This registry will raise the playing field for both Landlords and tenants,” said Victoria Landlord, Derek Pinto. “If Landlords understand the do’s and don’ts of landlording they will be better landlords. After completing ‘basic training’ with Landlord BC I feel more confident fulfilling my job description of providing the best service to my tenants while following the rules set out in the Residential Tenancy Act.”

Landlords throughout the province complete a two-hour online course which familiarizes them with the Residential Tenancy Act. Following the course work, landlords complete a test and once they achieve an 80 per cent grade they are registered and receive an ‘I Rent It Right’ certificate. Registered landlords will be part of a database renters can search when they are looking for a landlord. For landlords, the certification is a marketing tool – recognition of competency.

“This registry is good for both landlords and tenants because training like this puts balance in the rental market,” said Russ Godfrey, tenant advocate. “It will help tenants find a fair person to rent from and that is a step in the right direction.”

Fast Facts about Rental Housing in BC:

Contributed \$10.60 billion to BC’s GDP

Generated Labour Income of \$4.87 billion in BC, and 82,851 Full-Time Equivalent (FTE) jobs in BC;

Created \$2.56 billion in government revenues in BC.

The most affordable form of housing available.

Source: KPMG Economic Assessment Study Nov. 2014

About LandlordBC: LandlordBC is BC's top resource for owners and managers of rental housing. With more than 3,300 members, LandlordBC is the largest professional rental housing industry association in the province. By providing education, resources and support, we make owning and managing rental housing easier. LandlordBC strives to balance the landlord's rights to operate in a free market with the tenants' rights to access safe, stable housing, as one unified, respected voice for the rental housing industry. For more information about LandlordBC: <https://www.landlordbc.ca>

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Media Contact:

Trisha Lees

Rep Lab Communications

250-857-5655

trisha@replab.ca

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MINUTES

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**DISTRICT OF NORTH VANCOUVER
REGULAR MEETING OF COUNCIL**

Minutes of the Regular Meeting of the Council for the District of North Vancouver held at 7:01 pm on Monday, April 24, 2017 in the Council Chambers of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: Mayor R. Walton
Councillor R. Bassam
Councillor M. Bond (7:02 pm)
Councillor J. Hanson
Councillor D. MacKay-Dunn
Councillor L. Muri

Absent: Councillor R. Hicks

Staff: Mr. D. Stuart, Chief Administrative Officer
Ms. H. Turner, Director of Recreation & Culture
Mr. J. Gordon, Manager – Administrative Services
Mr. T. Lancaster, Manager – Community Planning
Ms. T. Holme, Coordinator – Delbrook Community Recreation Centre
Ms. C. Archer, Confidential Council Clerk

1. ADOPTION OF THE AGENDA

1.1. April 24, 2017 Regular Meeting Agenda

MOVED by Councillor MURI

SECONDED by Councillor MACKAY-DUNN

THAT the agenda for the April 24, 2017 Regular Meeting of Council for the District of North Vancouver is adopted as circulated.

CARRIED

Absent for Vote: Councillor BOND

Councillor BOND arrived at this point in the proceedings.

2. PUBLIC INPUT

2.1. Mr. Bruce R. Lindsay, 4100 Block St. Pauls Avenue:

- Spoke regarding backyard hens; and,
- Commented on predators on the North Shore.

2.2. Ms. Barbara Frisken, 2800 Block Crestlynn Place:

- Spoke regarding sediment control at single-family residential construction sites;
- Provided examples of non-compliant sites; and,
- Remarked on the impact of sediment on streams and fish populations.

2.3. Mr. John Harvey, 1900 Block Cedar Village Crescent:

- Commented regarding the Terms of Reference and public notice procedure for the North Vancouver Policing Committee.

2.4. Mr. Corrie Kost, 2800 Block Colwood Drive:

- Reported that a Provincial all-candidates meeting will be taking place on May 2, 2017.

3. PROCLAMATIONS

3.1. Child Care Month – May 2017

4. RECOGNITIONS

Nil

5. DELEGATIONS

Nil

6. ADOPTION OF MINUTES

6.1. April 10, 2017 Regular Council Meeting

MOVED by Councillor MURI

SECONDED by Councillor BASSAM

THAT the minutes of the April 10, 2017 Regular Council meeting are adopted.

CARRIED

7. RELEASE OF CLOSED MEETING DECISIONS

7.1. May 9, 2016 Closed Special Meeting of Council

7.1.1. Pemberton Heights Community Hall – 1390 W 22nd Street

THAT staff be authorized to negotiate a lease agreement with the Gulf Islands School District (Windsor House School) for the use of the former Capilano United Church building at the Pemberton Heights Community Hall.

THAT Mayor and Clerk be authorized to execute a Lease Agreement with the Gulf Islands School District (Windsor House School) for the use of the former Capilano United Church building at the Pemberton Heights Community Hall.

THAT staff be authorized to explore opportunities with the Windsor House School and with the Pemberton Heights Community Association to incorporate general community use of the Pemberton Heights Community Hall building, outside of School use hours, and to incorporate such general community use into the Lease Agreement.

7.2. July 4, 2016 Closed Special Meeting of Council

7.2.1. Funding Request North Shore Youth Safe House

THAT the Mayor send a letter to the three North Shore Members of Parliament outlining the District's general concern regarding funding of the North Shore Youth Safe House.

8. COUNCIL WORKSHOP REPORT

Nil

9. REPORTS FROM COUNCIL OR STAFF

MOVED by Councillor MURI

SECONDED by Councillor BOND

THAT items 9.2 and 9.3 be included in the Consent Agenda and be approved without debate.

CARRIED

9.1. New Delbrook Community Recreation Centre Update

File No.

MOVED by Councillor BASSAM

SECONDED by Councillor MURI

THAT the April 11, 2017 report of the Director of Recreation & Culture, North Vancouver Recreation and Culture Commission entitled New Delbrook Community Recreation Centre Update is received for information.

CARRIED

9.2. Recommended Museum Deaccessions #6

File No. 17.9200.05/001.000

MOVED by Councillor MURI

SECONDED by Councillor BOND

THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 4 artifacts owned solely by the District of North Vancouver as outlined in the March 22, 2017 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #6;

AND THAT the NVMA Commission is authorized to deaccession and dispose of 12 artifacts owned jointly by the District and the City of North Vancouver as outlined in the March 22, 2017 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #6;

AND THAT the NVMA Commission is authorized to deaccession and dispose of 110 unaccessioned objects that have been found in the Museum Collection as outlined in the March 22, 2017 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #6.

CARRIED

9.3. 2017 Centennial Bursary Trust Fund

File No. 01.0470.50/001.000

MOVED by Councillor MURI

SECONDED by Councillor BOND

THAT bursaries be awarded to seven students from the District of North Vancouver in the amount of \$745 per bursary.

CARRIED

10. REPORTS

10.1. Mayor

Nil

10.2. Chief Administrative Officer

Nil

10.3. Councillors

- 10.3.1.** Councillor Bond reported on memorial events commemorating Richard Juryn's 60th birthday on April 24, 2017, including a family bike ride.

10.4. Metro Vancouver Committee Appointees

10.4.1. Aboriginal Relations Committee – Councillor Hanson

Nil

10.4.2. Housing Committee – Councillor MacKay-Dunn

Nil

10.4.3. Regional Parks Committee – Councillor Muri

Nil

10.4.4. Utilities Committee – Councillor Hicks

Nil

10.4.5. Zero Waste Committee – Councillor Bassam

Nil

10.4.6. Mayors Council – TransLink – Mayor Walton

Nil

11. ANY OTHER BUSINESS

Nil

12. ADJOURNMENT

MOVED by Councillor MACKAY-DUNN

SECONDED by Councillor BASSAM

THAT the April 24, 2017 Regular Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(7:38 pm)

Mayor

Municipal Clerk

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**DISTRICT OF NORTH VANCOUVER
REGULAR MEETING OF COUNCIL**

Minutes of the Regular Meeting of the Council for the District of North Vancouver held at 7:01 p.m. on Monday, May 1, 2017 in the Committee Room of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: Mayor R. Walton
Councillor R. Bassam
Councillor M. Bond
Councillor J. Hanson
Councillor R. Hicks
Councillor D. MacKay-Dunn

Absent: Councillor L. Muri

Staff: Mr. D. Stuart, Chief Administrative Officer
Ms. C. Grant, General Manager – Corporate Services
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Mr. A. Wardell, Acting General Manager – Finance & Technology
Mr. R. Danyluk, Manager – Financial Planning
Mr. J. Gordon, Manager – Administrative Services
Mr. S. Ono, Manager – Engineering Services
Ms. J. Paton, Manager – Development Planning
Mr. E. Iorio, Revenue & Taxation Manager
Ms. S. Dale, Confidential Council Clerk

1. ADOPTION OF THE AGENDA

1.1. May 1, 2017 Regular Meeting Agenda

MOVED by Councillor BASSAM

SECONDED by Councillor MACKAY-DUNN

THAT the agenda for the May 1, 2017 Regular Meeting of Council for the District of North Vancouver is adopted as circulated.

CARRIED

2. PUBLIC INPUT

2.1. Ms. Fiona Walsh, 400 Block East 13th Street:

- Advised that Canada Bikes is to be the national voice for cycling, recreation, touring and commuting and to promote and support local, regional and provincial cycling organizations; and,
- Noted that Canada Bikes is organizing two rides for Bike Day in Canada starting at the City of North Vancouver's Civic Plaza on June 1, 2017 at 4:00 pm.

3. PROCLAMATIONS

3.1. MS Awareness Month – May 2017

4. RECOGNITIONS

Nil

5. DELEGATIONS

Nil

6. ADOPTION OF MINUTES

6.1. April 18, 2017 Public Hearing – Glenaire Drive

MOVED by Councillor BASSAM

SECONDED by Councillor BOND

THAT the minutes of the April 18, 2017 Public Hearing are received.

CARRIED

6.2. April 18, 2017 Public Hearing – Temporary Use Permit Areas

MOVED by Councillor BASSAM

SECONDED by Councillor BOND

THAT the minutes of the April 18, 2017 Public Hearing are received.

CARRIED

7. RELEASE OF CLOSED MEETING DECISIONS

7.1. April 24, 2017 Closed Special Meeting of Council

File No. 01.0360.20/076.000

7.1.1. Board of Variance

THAT Ms. Efi Khayyam be appointed to the Board of Variance for three years with a term ending March 31, 2020.

8. COUNCIL WORKSHOP REPORT

Nil

9. REPORTS FROM COUNCIL OR STAFF

With the consent of Council, Mayor Walton varied the agenda as follows:

9.3. Bylaws 8178, 8179 and 8186: 3105 and 3115 Crescentview Drive

File No. 08.3060.20/038.15

MOVED by Councillor HICKS

SECONDED by Councillor BASSAM

THAT the “District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8178, 2016 (Amendment 21)” is ADOPTED;

AND THAT “The District of North Vancouver Rezoning Bylaw 1341 (Bylaw 8179)” is ADOPTED;

AND THAT the “Housing Agreement Bylaw 8186, 2016 (3105 and 3115 Crescentview Drive)” is ADOPTED.

CARRIED

- 9.4. Development Permit 38:15: 3105 and 3115 Crescentview Drive
(22 Unit Apartment Building and One Single-Family House)**
File No. 08.3060.20/038.15

MOVED by Councillor HICKS

SECONDED by Councillor BASSAM

THAT Development Permit 38.15, for a 22 unit apartment building and one single-family house at 3105 and 3115 Crescentview Drive, is ISSUED.

CARRIED

- 9.1. Tax Rates Bylaw 8235, 2017**
File No. 05.1950

MOVED by Councillor HICKS

SECONDED by Councillor BASSAM

THAT “Tax Rates Bylaw 8235, 2017” is given FIRST, SECOND and THIRD Readings.

CARRIED

- 9.2. Bylaws 8219, 8220 and 8221: 1946-1998 Glenaire Drive**
File No. 08.3060.20/044.16

MOVED by Councillor BASSAM

SECONDED by Councillor HICKS

THAT the “District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8219, 2017 (Amendment 23)” is given SECOND and THIRD Readings;

AND THAT the “District of North Vancouver Rezoning Bylaw 1350 (Bylaw 8220)” is given SECOND and THIRD Readings;

AND THAT “Housing Agreement Bylaw 8221, 2017 (1946 – 1998 Glenaire Drive)” is given SECOND and THIRD Readings.

CARRIED

10. REPORTS

10.1. Mayor

Mayor Walton reported on his attendance at the North Vancouver Lawn Bowling tournament.

10.2. Chief Administrative Officer

Nil

10.3. Councillors

10.3.1 Councillor Bassam reported on his attendance at the Council of Councils meeting on Saturday, April 29, 2017 in Langley.

10.4. Metro Vancouver Committee Appointees

10.4.1. Aboriginal Relations Committee – Councillor Hanson

Nil

10.4.2. Housing Committee – Councillor MacKay-Dunn

Nil

10.4.3. Regional Parks Committee – Councillor Muri

Nil

10.4.4. Utilities Committee – Councillor Hicks

Nil

10.4.5. Zero Waste Committee – Councillor Bassam

Nil

10.4.6. Mayors Council – TransLink – Mayor Walton

Nil

11. ANY OTHER BUSINESS

Nil

12. ADJOURNMENT

MOVED by Councillor MACKAY-DUNN

SECONDED by Councillor BASSAM

THAT the May 1, 2017 Regular Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(7:23 p.m.)

Mayor

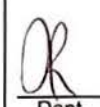
Municipal Clerk

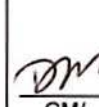
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REPORTS

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| AGENDA INFORMATION | |
|---|----------------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: May 8 th , 2017 |
| <input type="checkbox"/> Other: | Date: _____ |


 Dept.
Manager


 GM/
Director


 CAO

**The District of North Vancouver
REPORT TO COUNCIL**

April 25, 2017
File: 08.3166.20/036

AUTHOR: Janine Ryder – Acting Manager, Real Estate & Properties

SUBJECT: Bylaw 8229, 2017: Belle Isle Place Highway Closure

RECOMMENDATION:

THAT the “Belle Isle Place Highway Closure Bylaw 8229, 2017” is given SECOND and THIRD Readings.

REASON FOR REPORT:

The “Belle Isle Place Highway Closure Bylaw 8229, 2017” (**Attachment 1**) will authorise the closure and raising of title to approximately 12,963 square feet (1,204 square metres) of District road allowance within Belle Isle Place.

The purpose of the closure is to raise title to the dedicated road for the purpose of the conditional sale to Citimark Belle Isle Project Ltd (“Citimark”) who will be consolidating the closed road with their adjacent lands for a proposed multi-family housing project.

SUMMARY:

- Bylaw 8229 received First Reading at the Regular Council meeting on April 3rd, 2017.
- The road closure is subject to separate public processes for rezoning and an OCP amendment.
- Notice was sent to third party utilities on April 4th, 2017.
 - Telus, BC Hydro, Shaw and Fortis.
- Public notification was published in the North Shore News on April 28th and May 5th, 2017 (**Attachment 2**).
- An opportunity will be provided for persons who consider they are affected by the bylaw to make representations to Council at the May 8th, 2017 regular Council Meeting as per section 40 of the *Community Charter*.

- As the subject road allowance is within 800 metres of an arterial highway, Ministry of Transportation and Infrastructure approval is required under Section 41 (3) of the *Community Charter* before adoption of the bylaw.

EXISTING POLICY:

Sections 26 and 40 of the Community Charter, governs road closures and dispositions of municipal land.

BACKGROUND:

DNV staff has negotiated a conditional Purchase and Sale Agreement with Citimark for the disposition of the road allowance and 6,338 square feet (589 square metres) of Lot 55 in exchange for 6,411 square feet (595 square metres) of 1886 Belle Isle Place and \$2,255,750 in cash. The Agreement is conditional on the adoption of a bylaw to close to traffic and remove the dedication of this road allowance as set out in proposed Bylaw 8229 and adoption of rezoning and OCP amendment bylaws.

Financial Impacts:

The District will receive the net proceeds of \$2,255,750.00 from Citimark upon closure and subsequent transfer of the title to the land. The proceeds of the disposition of this road allowance will be placed into the Land Opportunity Fund as per the Land Opportunity Reserve Fund Policy 5-1840-8.

Concurrence:

Finance, Planning, Engineering and Transportation departments have reviewed and approved the proposed road closure.

Process/Public Input:

In accordance with Section 40 and Section 94 of the *Community Charter* council must provide notice of its intention to close a portion of road allowance. Council must then provide an opportunity for persons who consider they are affected by the bylaw to make representations at a subsequent Council meeting.

Utility companies have been provided notice and the opportunity to provide submissions regarding the proposed road closure.

Notice has been published in the North Shore News on Friday, April 28th and May 5th, 2017.

The adoption of the road closure bylaw is subject to the adoption of rezoning and OCP amendment bylaws for the adjacent Citimark properties to a multi-family development.

OPTIONS:

1. Give the bylaw Second and Third Readings; or,
2. Give no further Readings to the bylaw and abandon the bylaw at First Reading.

Respectfully submitted,



Janine Ryder
Acting Manager, Real Estate & Properties

Attachments:

1. Belle Isle Place Highway Closure Bylaw 8229, 2017
2. Notice published in North Shore News

| 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 <i>JS</i> _____ | <input type="checkbox"/> NS Health _____ |
| <input type="checkbox"/> Engineering Operations _____ | <input type="checkbox"/> Fire Services _____ | <input type="checkbox"/> RCMP _____ |
| <input type="checkbox"/> Parks _____ | <input type="checkbox"/> ITS _____ | <input type="checkbox"/> NVRC _____ |
| <input type="checkbox"/> Environment _____ | <input type="checkbox"/> Solicitor _____ | <input type="checkbox"/> Museum & Arch. _____ |
| <input type="checkbox"/> Facilities _____ | <input type="checkbox"/> GIS _____ | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Human Resources _____ | <input type="checkbox"/> Real Estate _____ | |

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The Corporation of the District of North Vancouver

Bylaw 8229

A bylaw to close and remove highway dedication.

WHEREAS under the *Community Charter* the Council may close to traffic and remove the dedication of a highway; and,

WHEREAS the Council has posted and published notices of its intention to close the highway referred to in this Bylaw and remove its dedication, and has provided an opportunity for persons who consider they are affected to make representations to the Council; and,

WHEREAS the Council does not consider that the closure will affect the transmission or distribution facilities or works of utility operators;

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

1. Citation

This bylaw may be cited as “Belle Isle Place Highway Closure Bylaw 8229, 2017”.

2. Bylaw to close and remove highway dedication

2.1 The portion of highway dedicated by Plan 8967, shown in the attached plan hereto as Schedule “A” is closed to all types of traffic and the dedication as highway is removed.

2.2 The Mayor and Clerk are authorized to execute and delivered such transfers, deeds of land, plans and other documents as are required to effect the aforesaid closure and removal of highway dedication.

READ a first time April 3rd, 2017

NOTICE given under Section 94 of the *Community Charter* on

OPPORTUNITY for representations to Council provided in accordance with Section 40 of the *Community Charter* on

READ a second time

READ a third time

Certified a true copy of "Bylaw 8229" as at Third Reading

Municipal Clerk

APPROVED by the Ministry of Transportation and Infrastructure on

ADOPTED

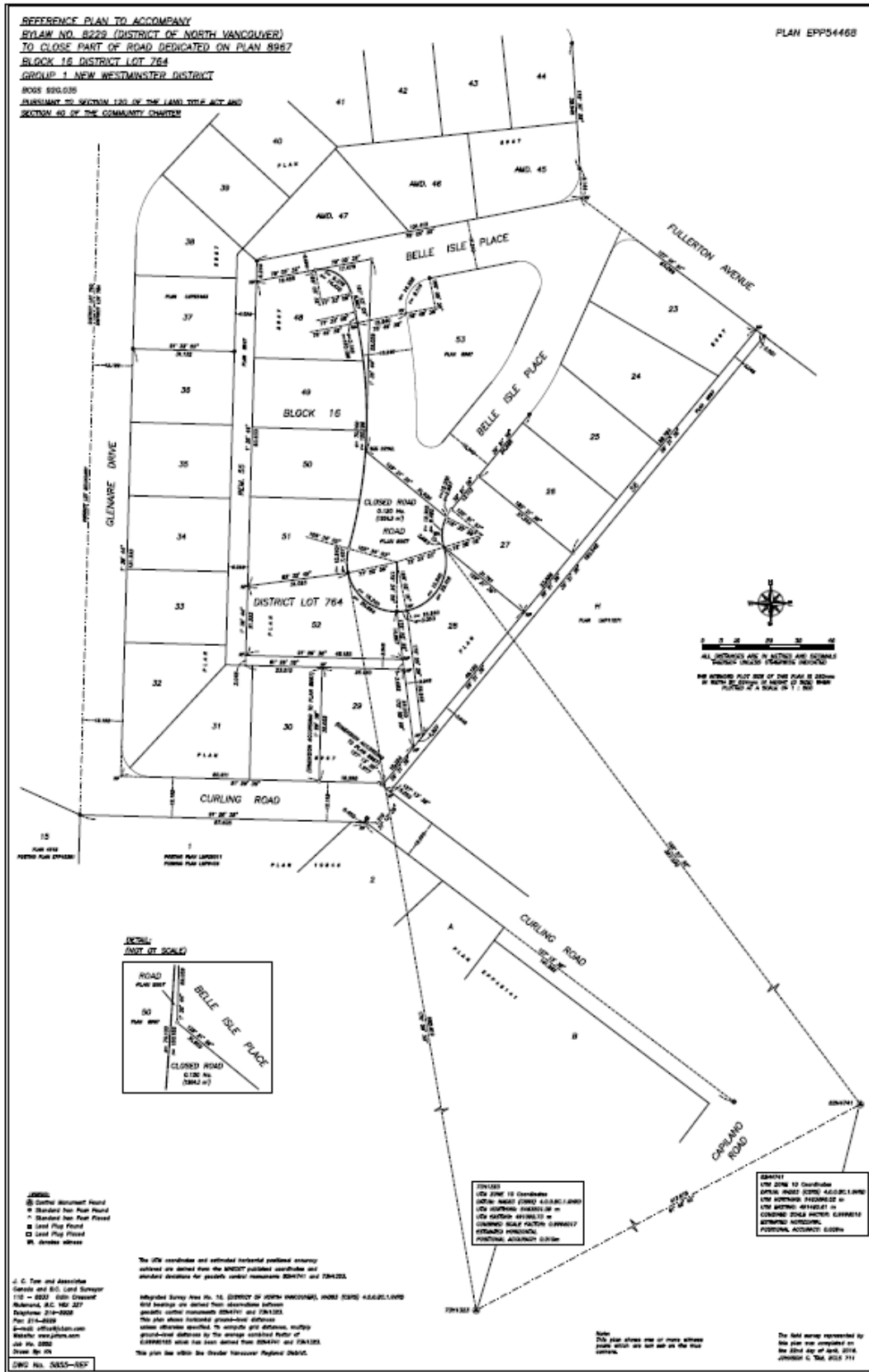
Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8229 Road Closure Plan



Notice of Highway Closure and Disposition

Belle Isle Place

Bylaw No. 8229, 2017

The District of North Vancouver intends to close to traffic the portion of road allowance shown outlined below and labelled as "Closed Road" and remove the dedication of this portion as a highway. This portion of road allowance has an area of 1204 square metres, more or less.

The Bylaw closing the road allowance and removing the dedication will be considered by Council at its regular meeting at the District Hall, 355 West Queens Road, North Vancouver, on May 8, 2017 at 7:00 pm. Persons who consider they are affected by the bylaw will be provided an opportunity to make representations to Council at the meeting or by delivering a written submission to the Municipal Clerk by 4 pm on that date.

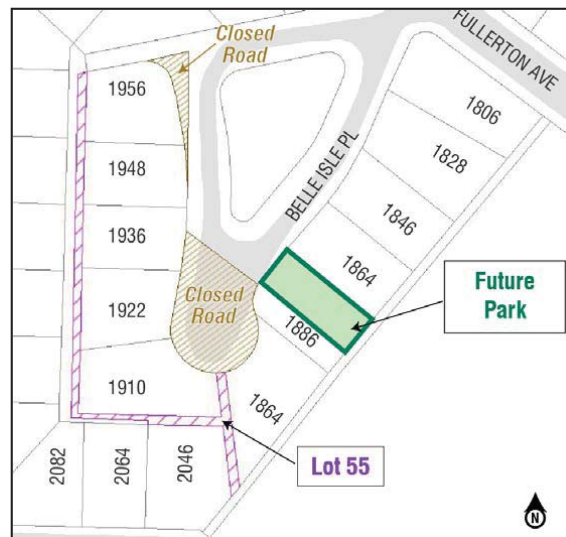
The District of North Vancouver then intends to transfer to Citimark Belle Isle Projects Ltd. the fee simple interest in:

(a) The Closed Road; and,

(b) The 589 square metre portion of Lot 55 Block 16 District lot 764 Plan 8967 shown outlined below and labelled a "Lot 55",




for the purpose of consolidation with the immediately adjacent lands belonging to Citimark Belle Isle Projects Ltd. This disposition is subject to adoption of bylaws to rezone and amend the Official Community Plan in relation to the proposed consolidated parcel. The rezoning and OCP amendment bylaws have yet to be introduced and opportunities for public participation and consultation including a public hearing will be provided prior to Council considering adoption of the bylaws.

The consideration to be received by the District of North Vancouver for this disposition is; (a) a cash payment of \$2,555,750.00 and (b) fee simple title to 595 square metres of land for park as shown outlined below and labelled as "Future Park".



If you have any questions please contact Janine Ryder, Acting Manager, Real Estate and Properties, at 604-990-2455 or email ryderj@dnv.org.

| AGENDA INFORMATION | |
|---|--------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>May 8, 2017</u> |
| <input type="checkbox"/> Other: | Date: _____ |

| | | |
|---|--|--|
|  Dept. Manager |  GM/ Director |  CAO |
|---|--|--|

The District of North Vancouver REPORT TO COUNCIL

April 26, 2017
File: 09.3900.01/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Consideration of Second and Third Readings:

- Bylaw 8217 Temporary Use Permits Amendment
- Bylaw 8144 Development Procedures Bylaw
- Bylaw 8218 Fees & Charges Amendment

RECOMMENDATION:

THAT "The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)" is given SECOND and THIRD Readings;

AND THAT the "Development Procedures Bylaw 8144, 2017" is given SECOND and THIRD Readings;

AND THAT "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8218, 2017 (Amendment 51)" is given SECOND and THIRD Readings.

BACKGROUND:

Bylaw 8217 was considered for First Reading and referral to a Public Hearing on March 6, 2017 at which time it was defeated on a 3-3 vote. Pursuant to section 131 of the *Community Charter*, the Mayor ordered it be reconsidered at the March 27, 2017 meeting of Council where it did receive First Reading. A Public Hearing for Bylaw 8217 was held and closed on April 18, 2017.

Bylaw 8144 received First Reading on March 27, 2017.

Bylaw 8218 received First Reading on March 6, 2017.

All three bylaws are now ready for consideration of Second and Third Readings.

OPTIONS:

The options available to Council with respect to these three bylaws are:

1. Give the bylaws Second and Third Readings; or,
2. Give no further Readings to the bylaws and abandon the bylaws at First Reading.

Respectfully submitted,



James Gordon,
Municipal Clerk

Attachments:

- The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)
- Development Procedures Bylaw 8144, 2017
- The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8218, 2017 (Amendment 51)
- Public Hearing Minutes – April 18, 2017
- Staff Report dated March 20, 2017 (re: Bylaw 8144)
- Staff Report dated March 20, 2017 (re: Bylaw 8217)
- Staff Report dated February 20, 2017 (re: Bylaws 8218, 8144 & 8218 Introduction)

| 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 _____ | <input type="checkbox"/> ITS _____ | <input type="checkbox"/> NVRC _____ |
| <input type="checkbox"/> Environment _____ | <input type="checkbox"/> Solicitor _____ | <input type="checkbox"/> Museum & Arch. _____ |
| <input type="checkbox"/> Facilities _____ | <input type="checkbox"/> GIS _____ | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Human Resources _____ | <input type="checkbox"/> Real Estate _____ | |

The Corporation of the District of North Vancouver

Bylaw 8217

A bylaw to amend District of North Vancouver Zoning Bylaw 3210, 1965

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

1. Citation

This bylaw may be cited as "The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)".

2. Amendments

2.1 District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:

- a) Part 4A "Development Permit Regulations" is deleted in its entirety.
- b) Part 4B-A "Temporary Commercial and Industrial Use Permit Regulations", is deleted in its entirety including 4B-A Schedule A Maps 1 and 2.
- c) Insert a new Part 4B-A, "Temporary Use Permit Regulations", as follows:

"PART 4B-A TEMPORARY USE PERMIT REGULATIONS"

4B01-A Temporary Use Permits

The entire area of the District of North Vancouver is designated as an area where temporary use permits may be allowed, except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones.

For the purposes of defining the District's four growth centres, reference is made to the District Official Community Plan Bylaw 7900 Schedule A "Town and Village Centres" Lynn Valley, Lower Lynn, Maplewood and Lower Capilano-Marine.

4B02-B General Conditions

- (1) The temporary use must not unreasonably interfere with orderly and efficient development of the surrounding area;
- (2) The temporary use shall be subject to conditions identified in Section 414 Good Neighbour Requirements for Employment Zones and Village Commercial Zones;

- (3) The temporary use shall operate at an intensity of use suitable to the surrounding area and will be compatible with regard to design and operation with other uses in the vicinity;
- (4) The temporary use shall demonstrate a plan for cessation or relocation of the use once the permit has lapsed; and
- (5) The temporary use may be exempted from the requirement to obtain a development permit.

READ a first time March 6th, 2017 and defeated.

Reconsidered March 27th, 2017 pursuant to section 131 of the *Community Charter*.

READ a first time March 27th, 2017

PUBLIC HEARING held April 18th, 2017

READ a second time

READ a third time

Certified a true copy of "Rezoning Bylaw 1349 (Bylaw 8217)" as at Third Reading

Municipal Clerk

APPROVED by the Ministry of Transportation and Infrastructure on

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

The Corporation of the District of North Vancouver

Bylaw 8144

A bylaw to define development review procedures for the District of North Vancouver

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

Citation

1. This bylaw may be cited as "Development Procedures Bylaw 8144, 2017".

Definitions

2. In this bylaw:

- (a) "abutting" means sharing a common boundary of at least one point, or would share a common boundary of at least one point, if not for a shared highway which does not exceed 20 m in width;
- (b) "applicant" means the owner or a representative of the owner duly authorized to act on the owner's behalf in relation to an application;
- (c) "application" means a written request by an applicant to amend the Official Community Plan or Zoning Bylaw, or to enter into a heritage revitalization agreement, or phased development agreement or for the issuance of a development permit, development variance permit, or temporary use permit, in a form and content prescribed by the General Manager and this bylaw;
- (d) "Fees and Charges Bylaw" means the District of North Vancouver Fees and Charges Bylaw 6481, as amended or replaced;
- (e) "General Manager" means the General Manager of Planning, Properties & Permits and his lawful deputy, as defined in the Officers and Employees Bylaw, and any person designated in writing by the General Manager of Planning, Properties & Permits to carry out any administrative act or function under this bylaw;
- (f) "Official Community Plan" means the District of North Vancouver Official Community Plan Bylaw 7900, as amended or replaced;
- (g) "Officers and Employees Bylaw" means the District of North Vancouver Officers and Employees Bylaw 7052, as amended or replaced;
- (h) "owner" means a person listed in the land titles office as the owner of a parcel;

- (i) "parcel" means any lot, block or other area of land that is the subject of an application;
- (j) "Zoning Bylaw" means the District of North Vancouver Zoning Bylaw 3210, 1965, as amended or replaced.

Delegation

- 3. Council delegates to the General Manager the powers of Council to administer this bylaw including prescribing the form of permits issued and agreements approved under this bylaw.

Application

- 4. (1) An applicant who wishes to seek District approval for an amendment to the Official Community Plan or Zoning Bylaw, and an applicant who wishes to seek District approval for a heritage revitalization agreement or phased development agreement, and an applicant who applies for issuance of a development permit, development variance permit or temporary use permit must:
 - (a) seek approval from Council or the General Manager in accordance with the this bylaw;
 - (b) complete an application and submit it to the General Manager; and,
 - (c) pay the application fee, at the time of application submission, in accordance with the Fees and Charges Bylaw.
- (2) The applicant must provide the following information, at the applicant's expense, to the General Manager at the time of application submission:
 - (a) owner's authorization for the applicant to act on the owner's behalf with respect to the application;
 - (b) documents and plans which describe the proposal;
 - (c) documents and plans that demonstrate compliance with the existing or proposed regulations, as applicable; and,
 - (d) any additional information the General Manager determines is required to assist the Council or the General Manager in their consideration of the application.

Application Review and Consideration

5. (1) Upon receipt of a complete application the General Manager may, as applicable:

- (a) review the application;
- (b) prepare a report, amending bylaw, or permit for Council's consideration;
- (c) issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, and impose conditions for the sequence and timing of construction for the development permits in accordance with the *Local Government Act* and Part 1 of Schedule B of the Official Community Plan; or,
- (d) issue, renew, refuse, set conditions, establish the permit expiration date, require security, and require an undertaking in respect of a temporary use permit in accordance with the *Local Government Act* and Zoning Bylaw except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones.

For the purposes of defining the District's four growth centres, reference is made to the District Official Community Plan Bylaw 7900 Schedule A "Town and Village Centres" Lynn Valley, Lower Lynn, Maplewood and Lower Capilano-Marine."

(2) Upon receipt of a complete application, General Manager's report, amending bylaw or permit, Council must consider the application in accordance with the *Local Government Act*, and may as applicable:

- (a) give the amending bylaw first reading;
- (b) forward the amending bylaw to a public hearing or waive the holding of a public hearing;
- (c) authorize the heritage revitalization agreement or phased development agreement;
- (d) authorize the issuance of a development permit, development variance permit or temporary use permit;
- (e) reject or refuse the application; or
- (f) defer or otherwise deal with the application;

and after having given the bylaw 3 readings, adopt the bylaw.

Application Reconsideration

6. Within 10 days of the General Manager's decision to issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, impose conditions for the sequence and timing of construction and require development approval information for a development permit or require security or undertaking in respect of a temporary use permit the applicant may request that Council reconsider the decision subject to the following:

- (1) the request shall be in writing, and include reasons in support of the reconsideration;
- (2) upon receipt of a complete written request for Council's reconsideration, the General Manager shall prepare and forward a report to Council attaching the application and setting out the reasons for the decision;
- (3) at a date and time set by Council the applicant shall have the opportunity to appear before Council and be heard regarding the decision of the General Manager; and
- (4) following this, Council shall reconsider the decision of the General Manager and either uphold the decision or substitute the Council's decision for the General Manager's.

Delivery of Notice

7. (1) The distance for mailing or delivery of *Notice of a Public Hearing* under section 466 of the *Local Government Act* is 100 metres from that part of the area that is subject to an amendment to the Official Community Plan or Zoning Bylaw, a heritage revitalization agreement, or phased development agreement and 75 metres for an amendment to the Zoning Bylaw for single-family subdivision.
- (2) The distance for mailing or delivery of notice under section 493 [*Temporary Use Permits*] and section 498 [*Development Variance Permits*] of the *Local Government Act* includes all parcels abutting that part of the area that is the subject of the permit application.

Posting of Notice

8. (1) In circumstances where the *Local Government Act* requires the delivery of a notice of public hearing to owners and tenants in occupation, except when the public hearing is waived, the District must, at least 12 days before the public hearing post a notice on the area, or on a highway adjacent to the area, that is the subject of the applicable bylaw.
- (2) Noncompliance with subsection (1) due to the removal, destruction or alteration of the notice by unknown persons, vandalism or natural occurrence will not affect the validity of the applicable bylaw.
- (3) The posted notice must have a minimum dimension of 1.2 m x 2.4 m.
- (4) The form of the posted notice must be substantially the same as Schedule A, as applicable to the application.
- (5) The posted notice must state the following, as applicable to the application:
 - (a) time and date of the public hearing;
 - (b) place of the public hearing;

- (c) a phrase which in general terms describes the proposal;
- (d) civic address of the parcel that is subject of the application; and,
- (e) a District website address and phone number.

(6) Subject to subsection (1) a minimum of one notice must be posted on the area or on a highway adjacent to the area that is the subject of the bylaw alteration.

Severability

9. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

Repeal

10. Development Procedures Bylaw 7738, 2008, and all amendment thereto are repealed.

READ a first time March 27th, 2017

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8144

← 1.2 m →

DISTRICT OF
**NORTH
VANCOUVER**

PUBLIC HEARING

Proposal: (Insert a phrase which in general terms describes the proposal)

(Insert an image of the proposal)

(Insert the time and date of the public hearing)

(Insert the place of the public hearing)

dnv.org/public_hearing
604-990-2387

2.4 m ↑

The Corporation of the District of North Vancouver

Bylaw 8218

A bylaw to amend the District of
North Vancouver Fees and Charges Bylaw 6481, 1992

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

1. Citation

This bylaw may be cited as "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8218, 2017 (Amendment 51)".

2. Amendments

2.1 The Fees and Charges Bylaw 6481, 1992 is amended as follows:

- a) Schedule B is amended by deleting and replacing the definition of "Development Conducted without a Permit" and replacing it with a new definition of "Development Conducted without a Permit" as follows:

"If any development for which a permit is required by the District of North Vancouver Development Procedures Bylaw 8144 is commenced without a permit issued by the Council, the applicant for the proposed development must pay double the fee prescribed in this bylaw."

READ a first time March 6th, 2017

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

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**DISTRICT OF NORTH VANCOUVER
PUBLIC HEARING**

REPORT of the Public Hearing held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, April 18, 2017 commencing at 8:10 p.m.

Present: Mayor R. Walton
Councillor R. Bassam
Councillor M. Bond
Councillor J. Hanson (8:12 pm)
Councillor R. Hicks

Absent: Councillor D. MacKay-Dunn
Councillor L. Muri

Staff: Mr. D. Milburn – General Manager – Planning, Permits & Properties
Mr. J. Gordon, Manager – Administrative Services
Ms. J. Paton, Manager – Development Planning
Ms. S. Dale, Confidential Council Clerk
Mr. E. Wilhelm, Development Planner

The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)

Purpose of Bylaw:

Bylaw 8217 proposes to amend the District's Zoning Bylaw by designating the entire area of the District as an area where Temporary Use Permits may be allowed except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones. Bylaw 8217 also proposes to set general conditions for temporary uses and delete the Development Permit Regulations of the Zoning Bylaw which are addressed in Schedule B of the Official Community Plan (OCP).

1. OPENING BY THE MAYOR

Mayor Walton welcomed everyone and advised that the purpose of the Public Hearing was to receive input from the community and staff on the proposed bylaw as outlined in the Notice of Public Hearing.

2. INTRODUCTION OF BYLAWS BY THE CLERK

Mr. James Gordon, Manager – Administrative Services, introduced the proposed Bylaw, stating that Bylaw 8217 proposes to amend the District's Zoning Bylaw by designating the entire area of the District as an area where Temporary Use Permits may be allowed except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones. Bylaw 8217 also proposes to set general conditions for temporary uses and delete the Development Permit Regulations of the Zoning Bylaw which are addressed in Schedule B of the Official Community Plan (OCP).

Councillor HANSON arrived at this point in the proceedings.

3. PRESENTATION BY STAFF

Mr. Dan Milburn, General Manager – Planning, Permits & Properties, advised that staff are available to answer questions.

4. REPRESENTATIONS FROM THE PUBLIC

4.1. Mr. Corrie Kost, 2800 Block Colwood Drive:

IN FAVOUR

- Commented that the public be educated on temporary use permits; and,
- Suggested that a temporary use permit be required for the keeping of backyard hens in the District.

5. QUESTIONS FROM COUNCIL

In response to a question from Council, staff advised that the notification requirements for temporary use permits are similar to those for Public Hearings. Staff also noted that changes to the areas where temporary use permits are available would require amendments to the Zoning Bylaw, which would require a Public Hearing.

Council requested that staff provide a list of all potential uses for temporary use permits.

Council spoke to the opportunity to try something new and innovative such as pop-up housing as a temporary use permit would allow for short-term accommodation.

7. COUNCIL RESOLUTION

MOVED by Councillor BASSAM

SECONDED by Councillor HICKS

THAT the April 18, 2017 Public Hearing be closed;

AND THAT "The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)" be returned to Council for further consideration.

CARRIED
(8:24 p.m.)

CERTIFIED CORRECT:



Confidential Council Clerk

| AGENDA INFORMATION | |
|---|-----------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>MARCH 21, 2017</u> |
| <input type="checkbox"/> Other: | Date: _____ |

| | | |
|--|---|---|
|  Dept. Manager |  GM/ Director |  CAO |
|--|---|---|

The District of North Vancouver REPORT TO COUNCIL

March 20, 2017
File: 08.3060.20/007.17

AUTHOR: James Gordon, Municipal Clerk
Darren Veres, Development Planner

SUBJECT: Reconsideration of Bylaw 8217 - Zoning Bylaw Amendment Regarding Temporary Use Permits

RECOMMENDATION:

THAT "District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)" is given FIRST Reading;

AND THAT Bylaw 8217 is referred to a Public Hearing.

BACKGROUND:

Bylaw 8217 was considered for First Reading and referral to a public hearing at the March 6, 2017 regular meeting of Council. At that meeting the bylaw was defeated on a 3-3 vote. Pursuant to section 131 of the *Community Charter*, the Mayor has directed that this matter be reconsidered and voted on again in the presence of a full Council; accordingly, Bylaw 8217 is attached and presented for reconsideration.

At the March 6 meeting and prior to the defeat of the bylaw, Council debated a possible amendment to Bylaw 8217. This option appears below as Option 2.

Conclusion:

Bylaw 8217 provides an opportunity for Council to consider a business-friendly initiative which would allow for greater flexibility in accommodating temporary uses within the District.

Options:

The following options are available to Council:

1. Grant First Reading to Bylaw 8217 and refer it to a public hearing;
2. Amend the bylaw at First Reading by adding:

SUBJECT: Reconsideration of Bylaw 8217 - Zoning Bylaw Amendment Regarding Temporary Use Permits

March 20, 2017

Page 2

“, except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones.

For the purposes of defining the District's four growth centres, reference is made to the District Official Community Plan Bylaw 7900 Schedule A "Town and Village Centres" Lynn Valley, Lower Lynn, Maplewood and Lower Capilano-Marine."

to section 4B01-A Temporary Use Permits after the words "as an area where temporary use permits may be allowed"; or,

3. Refer the bylaw back to staff for further modification.

Respectfully submitted,

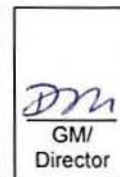
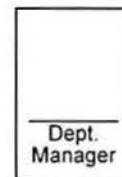

James Gordon
Municipal Clerk


Darren Veres
Development Planner

Attachment: February 20, 2017 Staff Report

| 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 _____ | <input type="checkbox"/> ITS _____ | <input type="checkbox"/> NVRC _____ |
| <input type="checkbox"/> Environment _____ | <input type="checkbox"/> Solicitor _____ | <input type="checkbox"/> Museum & Arch. _____ |
| <input type="checkbox"/> Facilities _____ | <input type="checkbox"/> GIS _____ | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Human Resources _____ | <input type="checkbox"/> Real Estate _____ | |

| AGENDA INFORMATION | |
|---|----------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>March 6, 2017</u> |
| <input type="checkbox"/> Other: | Date: _____ |



The District of North Vancouver REPORT TO COUNCIL

February 20, 2017
File: 08.3060.20/007.17

AUTHOR: Darren Veres, Community Planner

SUBJECT: Bylaw 8217: Temporary Use Permit Amendments; Bylaw 8144: Development Procedures Bylaw Amendments; and Bylaw 8218: Fees and Charges Bylaw Amendment

RECOMMENDATION:

THAT "The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)" is given FIRST Reading;

AND THAT Bylaw 8217 is referred to a Public Hearing;

AND THAT "Development Procedures Bylaw 8144, 2017" is given FIRST Reading;

AND THAT "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8218, 2017 (Amendment 51)" is given FIRST Reading.

REASON FOR REPORT:

The proposed bylaws require Councils consideration:

- Bylaw 8217 (Attachment 1) designates the entire District as a Temporary Use Permit area, sets general conditions for temporary uses and deletes the Development Permit Regulations of the Zoning Bylaw which occur in the Official Community Plan (OCP) ;
- Bylaw 8144 (Attachment 2) replaces the Development Procedures Bylaw to update the District's development review procedures;
- Bylaw 8144 also delegates authority to issue Temporary Use Permits to the General Manager of Planning, Properties and Permits except for Single-Family Residential (RS zoned) lands located outside of the 4 key centres; and
- Bylaw 8218 (Attachment 3) amends the Fees and Charges Bylaw to reference the revised Development Procedures Bylaw.

SUBJECT: Bylaw 8217: Temporary Use Permit Amendments; Bylaw 8144: Development Procedures Bylaw Amendments; and Bylaw 8218: Fees and Charges Bylaw Amendment

February 20, 2017

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BACKGROUND:

Temporary Use Permits

Section 492 of the *Local Government Act* allows local governments to designate areas where temporary uses may be allowed and to specify general conditions regarding the issuance of temporary use permits in those areas. The purpose of temporary use permits (TUP) is to allow a short term use which would otherwise not be permitted on a piece of land. This allows the District to support business growth and short term economic opportunities. TUPs are only valid for up to three years with one renewal of up to three years allowed. Upon the expiration of the TUP, the temporary use must stop and the land may need to be restored to the condition it was in prior to the temporary use or meet any other conditions specified in the permit.

Council established TUP provisions in the Zoning Bylaw in 2010, and delegated authority to issue permits to the General Manager of Planning, Permits and Properties. There are currently two Temporary Commercial and Industrial Use Permit areas designated in the Zoning Bylaw: a portion of Lynn Creek (north of Main St) and 1015 – 1037 Marine Drive.

In the summer of 2016, staff undertook a comprehensive review and analysis of changes to industrial lands in the District from 2011 and 2106. The review included an analysis of changes in industrial land area, industrial zoning changes approved and currently under application and business licence information.

Staff presented the findings of the Industrial Lands Review to Council at the November 14, 2016 Council Workshop. At that workshop, a discussion was held regarding potential opportunities for continuing to support industrial businesses and economic development. Staff identified TUPs as one tool which can be used to support business growth and create short-term economic opportunities in locations that are suitable for the proposed use. This business-friendly flexible approach has been successfully used in Lynn Creek since 2010.

At the January 31, 2017 Council Workshop, staff presented a draft of Bylaw 8217 to Council for input. This Bylaw amends the Zoning Bylaw to designate the entire District of North Vancouver as a TUP area. This designation would allow TUPs to be considered anywhere in the municipality. Council generally supported this approach but expressed some concern with the issuance of TUPs in single-family residential neighbourhoods. In response to Council's input, Bylaw 8217 has been revised to exclude delegation of TUPs in single-family (RS zoned) neighbourhoods which are located outside of the four key centres (Lynn Valley, Lynn Creek, Lionsgate and Maplewood). Any application for TUPs in RS lands outside of these four centres would be referred to Council for consideration.

Bylaw 8217 also deletes Part 4A Development Permit Regulations of the Zoning Bylaw as development permit regulations are already addressed in Schedule B of the OCP.

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Development Procedures Bylaw

Development Procedures Bylaw 7738 defines the procedure under which an owner of land may apply to amend the Official Community Plan, amend the Zoning Bylaw, subdivide land, apply for the issuance of a development permit, development variance permit, temporary use permit, liquor license motion, sign permits or heritage alteration permit. This bylaw briefly outlines the development process including refund of fees and outlines double fees for works conducted without permit.

At the January 18, 2016 Council Workshop, the General Manager provided an overview of a revised Development Procedures Bylaw 8144 which proposed updates to the development review procedures to be consistent with current practice and legislation. Council provided input with respect to public notification delivery distance, the need for a clarity regarding the development application process and the need for a web-based tool for searching for development applications.

At the January 31, 2017 Council Workshop, staff presented updates to draft Bylaw 8144 which resulted from Council input at the 2016 workshop. These updates also include process practices regarding public notification provisions, preparation of a Best Practices Guidelines for Application Notification (Attachment 4), addition of development process flowchart used at public meetings and included with development letters, and introduction of a map-based website for development applications (link here)

<http://dnv.maps.arcgis.com/apps/Shortlist/index.html?appid=bda3e32e80ca49d9859d63ad640ffcc0> In addition, since this workshop, staff have launched a website which provides a "sign up" service for people and community groups wishing to be informed of major development applications (link here) <http://www.dnv.org/property-development/receive-notification-about-applications-new-development-your-area>. This self-management system will ensure timely referrals to community groups as well as ensuring the contacts for these groups stay current as the District no longer maintains a listing of community groups.

Many of the Council suggestions received in 2016 and 2017 have already been put into practice with the updated procedures bylaw being a further step to occur.

Council was generally supportive of draft Bylaw 8144 but expressed concern with the sign requirements. To address these concerns, Staff propose to increase the length of time that a sign is posted on a site from 7 to 12 days (not including the day the sign goes up or the day of a public hearing) and this proposal is included in Bylaw 8144.

PROPOSED BYLAWS:

Bylaw 8217 designates the entire District of North Vancouver as a temporary use permit area and contains general conditions for such temporary uses which can be specified (and even added to) in the permit. This designation would allow landowners anywhere in the District to apply for TUPs. The Bylaw also delegates issuance of TUPs to the GM of Planning,

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Properties and Permits with the exception of TUPs on single-family (RS zoned) land outside of the four key centres.

Bylaw 8144 is a new Development Procedures Bylaw which updates the development procedures to meet current practices, strengthens the public notification procedures of the District and provides reconsideration language. In addition, a Best Practices Guidelines for Application Notification is also proposed to provide planners with additional guidance on how to implement the Procedures Bylaw.

In addition to the fees being removed from the Development Procedures Bylaw 7738, Fees and Charges Bylaw 6481 also requires a housekeeping amendment to refer to the correct Development Procedures Bylaw number.

To assist in Council's assessment of the proposed changes the following items are attached to this report:

1. Bylaw 8217 – Part 4B-A Temporary Use Permit Regulations (Attachment 1);
2. Development Procedures Bylaw 8144 (Attachment 2);
3. Bylaw 8210 Fees and Charges Bylaw Amendment (Attachment 3);
4. Best Practice Guidelines for Application Notification and Development Process Flowchart (Attachment 4); and
5. Table of Concordance which provides a detailed section-by section comparison of the existing and proposed Development Procedures Bylaws (Bylaw 7738 and the Bylaw 8144) (Attachment 5).

Should Council advance Bylaws 8217 and 8144, staff will provide a subsequent report recommending repeal or housekeeping amendments to the following policies so that they are consistent with the Bylaws:

6. Public Notification Policy (Administrative Policy, Attachment 6): amend to be consistent with the expanded notification radius in Bylaw 8144 and self-sign-up notification system for community groups;
7. Public Information Meetings – Developer (Council Policy, Attachment 7): amend to be consistent with Bylaw 8144;
8. Subdivision Approval Under Section 944 of the Local Government Act (Council Policy, Attachment 8): repeal as redundant and outdated;
9. Subdivision Approvals (Council Policy, Attachment 9): repeal as addressed in the Approving Officer's Best Practices;
10. Development Variance Permits – Support Material (Council Policy, Attachment 10): repeal to be consistent with current practices; and
11. Liquor Applications (Council Policy, Attachment 11): update to be consistent with current legislation and practice.

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Concurrence:

These Bylaws have been reviewed by Development Planning, Strategic Communications and Community Relations, Clerks Office and the District's Solicitor.

Liability/Risk:

Application review procedures can give rise to bylaw challenges if consistent procedures are not followed. Many procedures are articulated in the *Local Government Act* and are therefore not duplicated with Bylaw 8144. However, Council may enact certain provisions by bylaw, such as the delivery of notice provisions within Section 6 and 7 of Bylaw 8144. These are minimum standards which should be met in each case to reduce the potential for a successful bylaw challenge.

Social Policy Implications:

Establishing development procedures in a bylaw demonstrates and implements fairness, consistency and accountability in a system of land use regulation. For example, the right of land owners to apply for a change to their zoning and OCP designation is enacted in legislation. The procedure bylaw then establishes a framework for the review of such application, including inviting public participation and comment in a process which culminates in a decision of Council, or a person or another body who has been delegated the powers, duties, and functions of Council. Ultimately, enacting procedures in a bylaw helps to establish the legitimacy of the regulatory framework of land use regulation.

Public Input:

Should Council give first reading to the zoning bylaw amendment to allow an expanded TUP Area, then a Public Hearing will be held.

Conclusion:

The proposed Temporary Use Permit Bylaw 8217 is a business-friendly initiative which allows greater flexibility to accommodate short term commercial or industrial opportunities in the District. The proposed Development Procedures Bylaw 8144 updates the District's development review procedures for consistency with current practices and provides clarity for the community, staff and applicants. Bylaw 8144 increases the minimum notification area required for major applications and defines the expectation for signage related to public hearings. The proposed Fees and Charges Bylaw housekeeping amendment is necessary to reflect changes to the Development Procedures Bylaw title.

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February 20, 2017

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Options:

1. Introduce Bylaws 8217, 8144, and 8218 and refer Bylaw 8217 to Public Hearing (staff recommendation); or,
2. Defeat the bylaws at first reading.

Respectfully submitted,



Darren Veres
Development Planner

Attachments:

1. Bylaw 8217 - Part 4B-A Temporary Use Permit Regulations;
2. Bylaw 8144 - Development Procedures Bylaw
3. Bylaw 8210 - Fees and Charges Bylaw;
4. Best Practices Guidelines for Application Notification and Development Process Flowchart;
5. Table of Concordance;
6. Public Notification Policy (Administrative Policy);
7. Public Information Meetings – Developer (Council Policy);
8. Subdivision Approval Under Section 944 of the Local Government Act (Council Policy);
9. Subdivision Approvals (Council Policy);
10. Development Variance Permits – Support Material (Council Policy); and
11. Liquor Applications (Council Policy).

| 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 _____ | <input type="checkbox"/> ITS _____ | <input type="checkbox"/> NVRC _____ |
| <input type="checkbox"/> Environment _____ | <input type="checkbox"/> Solicitor _____ | <input type="checkbox"/> Museum & Arch. _____ |
| <input type="checkbox"/> Facilities _____ | <input type="checkbox"/> GIS _____ | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Human Resources _____ | <input type="checkbox"/> Real Estate _____ | |

The Corporation of the District of North Vancouver**Bylaw 8217**

A bylaw to amend District of North Vancouver Zoning Bylaw 3210, 1965

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

1. Citation

This bylaw may be cited as "The District of North Vancouver Rezoning Bylaw 1349 (Bylaw 8217)".

2. Amendments

2.1 District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:

- a) Part 4A "Development Permit Regulations" is deleted in its entirety.
- b) Part 4B-A "Temporary Commercial and Industrial Use Permit Regulations", is deleted in its entirety including 4B-A Schedule A Maps 1 and 2.
- c) Insert a new Part 4B-A, "Temporary Use Permit Regulations", as follows:

"PART 4B-A TEMPORARY USE PERMIT REGULATIONS"**4B01-A Temporary Use Permits**

The entire area of the District of North Vancouver is designated as an area where temporary use permits may be allowed.

4B02-B General Conditions

- (1) The temporary use must not unreasonably interfere with orderly and efficient development of the surrounding area;
- (2) The temporary use shall be subject to conditions identified in Section 414 Good Neighbour Requirements for Employment Zones and Village Commercial Zones;
- (3) The temporary use shall operate at an intensity of use suitable to the surrounding area and will be compatible with regard to design and operation with other uses in the vicinity;
- (4) The temporary use shall demonstrate a plan for cessation or relocation of the use once the permit has lapsed; and
- (5) The temporary use may be exempted from the requirement to obtain a development permit.

READ a first time

PUBLIC HEARING held

READ a second time

READ a third time

Certified a true copy of "Rezoning Bylaw 1349 (Bylaw 8217)" as at Third Reading

Municipal Clerk

APPROVED by the Ministry of Transportation and Infrastructure on

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

The Corporation of the District of North Vancouver

Bylaw 8144

A bylaw to define development review procedures for the District of North Vancouver

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

Citation

1. This bylaw may be cited as "Development Procedures Bylaw 8144, 2017".

Definitions

2. In this bylaw:

- (a) "abutting" means sharing a common boundary of at least one point, or would share a common boundary of at least one point, if not for a shared highway which does not exceed 20 m in width;
- (b) "applicant" means the owner or a representative of the owner duly authorized to act on the owner's behalf in relation to an application;
- (c) "application" means a written request by an applicant to amend the Official Community Plan or Zoning Bylaw, or to enter into a heritage revitalization agreement, or phased development agreement or for the issuance of a development permit, development variance permit, or temporary use permit, in a form and content prescribed by the General Manager and this bylaw;
- (d) "Fees and Charges Bylaw" means the District of North Vancouver Fees and Charges Bylaw 6481, as amended or replaced;
- (e) "General Manager" means the General Manager of Planning, Properties & Permits and his lawful deputy, as defined in the Officers and Employees Bylaw, and any person designated in writing by the General Manager of Planning, Properties & Permits to carry out any administrative act or function under this bylaw;
- (f) "Official Community Plan" means the District of North Vancouver Official Community Plan Bylaw 7900, as amended or replaced;
- (g) "Officers and Employees Bylaw" means the District of North Vancouver Officers and Employees Bylaw 7052, as amended or replaced;
- (h) "owner" means a person listed in the land titles office as the owner of a parcel;

- (i) "parcel" means any lot, block or other area of land that is the subject of an application;
- (j) "Zoning Bylaw" means the District of North Vancouver Zoning Bylaw 3210, 1965, as amended or replaced.

Delegation

- 3. Council delegates to the General Manager the powers of Council to administer this bylaw including prescribing the form of permits issued and agreements approved under this bylaw.

Application

- 4. (1) An applicant who wishes to seek District approval for an amendment to the Official Community Plan or Zoning Bylaw, and an applicant who wishes to seek District approval for a heritage revitalization agreement or phased development agreement, and an applicant who applies for issuance of a development permit, development variance permit or temporary use permit must:
 - (a) seek approval from Council or the General Manager in accordance with the this bylaw;
 - (b) complete an application and submit it to the General Manager; and,
 - (c) pay the application fee, at the time of application submission, in accordance with the Fees and Charges Bylaw.
- (2) The applicant must provide the following information, at the applicant's expense, to the General Manager at the time of application submission:
 - (a) owner's authorization for the applicant to act on the owner's behalf with respect to the application;
 - (b) documents and plans which describe the proposal;
 - (c) documents and plans that demonstrate compliance with the existing or proposed regulations, as applicable; and,
 - (d) any additional information the General Manager determines is required to assist the Council or the General Manager in their consideration of the application.

Application Review and Consideration

5. (1) Upon receipt of a complete application the General Manager may, as applicable:

- (a) review the application;
- (b) prepare a report, amending bylaw, or permit for Council's consideration;
- (c) issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, and impose conditions for the sequence and timing of construction for the development permits in accordance with the *Local Government Act* and Part 1 of Schedule B of the Official Community Plan; or,
- (d) issue, renew, refuse, set conditions, establish the permit expiration date, require security, and require an undertaking in respect of a temporary use permit in accordance with the *Local Government Act* and Zoning Bylaw except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones.

For the purposes of defining the District's four growth centres, reference is made to the District Official Community Plan Bylaw 7800 Schedule A "Town and Village Centres" Lynn Valley, Lower Lynn, Maplewood and Lower Capilano-Marine."

(2) Upon receipt of a complete application, General Manager's report, amending bylaw or permit, Council must consider the application in accordance with the *Local Government Act*, and may as applicable:

- (a) give the amending bylaw first reading;
- (b) forward the amending bylaw to a public hearing or waive the holding of a public hearing;
- (c) authorize the heritage revitalization agreement or phased development agreement;
- (d) authorize the issuance of a development permit, development variance permit or temporary use permit;
- (e) reject or refuse the application; or
- (f) defer or otherwise deal with the application;

and after having given the bylaw 3 readings, adopt the bylaw.

Application Reconsideration

6. Within 10 days of the General Manager's decision to issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, impose conditions for the sequence and timing of construction and require development approval information for a development permit or require security or undertaking in respect of a temporary use permit the applicant may request that Council reconsider the decision subject to the following:

- (1) the request shall be in writing, and include reasons in support of the reconsideration;
- (2) upon receipt of a complete written request for Council's reconsideration, the General Manager shall prepare and forward a report to Council attaching the application and setting out the reasons for the decision;
- (3) at a date and time set by Council the applicant shall have the opportunity to appear before Council and be heard regarding the decision of the General Manager; and
- (4) following this, Council shall reconsider the decision of the General Manager and either uphold the decision or substitute the Council's decision for the General Manager's.

Delivery of Notice

7. (1) The distance for mailing or delivery of *Notice of a Public Hearing* under section 466 of the *Local Government Act* is 100 metres from that part of the area that is subject to an amendment to the Official Community Plan or Zoning Bylaw, a heritage revitalization agreement, or phased development agreement and 75 metres for an amendment to the Zoning Bylaw for single-family subdivision.
- (2) The distance for mailing or delivery of notice under section 493 [*Temporary Use Permits*] and section 498 [*Development Variance Permits*] of the *Local Government Act* includes all parcels abutting that part of the area that is the subject of the permit application.

Posting of Notice

8. (1) In circumstances where the *Local Government Act* requires the delivery of a notice of public hearing to owners and tenants in occupation, except when the public hearing is waived, the District must, at least 12 days before the public hearing post a notice on the area, or on a highway adjacent to the area, that is the subject of the applicable bylaw.
- (2) Noncompliance with subsection (1) due to the removal, destruction or alteration of the notice by unknown persons, vandalism or natural occurrence will not affect the validity of the applicable bylaw.
- (3) The posted notice must have a minimum dimension of 1.2 m x 2.4 m.
- (4) The form of the posted notice must be substantially the same as Schedule A, as applicable to the application.
- (5) The posted notice must state the following, as applicable to the application:
 - (a) time and date of the public hearing;
 - (b) place of the public hearing;

- (c) a phrase which in general terms describes the proposal;
- (d) civic address of the parcel that is subject of the application; and,
- (e) a District website address and phone number.

(6) Subject to subsection (1) a minimum of one notice must be posted on the area or on a highway adjacent to the area that is the subject of the bylaw alteration.

Severability

9. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.

Repeal

10. Development Procedures Bylaw 7738, 2008, and all amendment thereto are repealed.

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 8144

← 1.2 m →

DISTRICT OF
**NORTH
VANCOUVER**

PUBLIC HEARING

Proposal: (Insert a phrase which in general terms describes the proposal)

(Insert an image of the proposal)

(Insert the time and date of the public hearing)

(Insert the place of the public hearing)

dnv.org/public_hearing
604-990-2387

↑ 2.4 m ↓

The Corporation of the District of North Vancouver

Bylaw 8218

A bylaw to amend the District of
North Vancouver Fees and Charges Bylaw 6481, 1992

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

1. Citation

This bylaw may be cited as "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8218, 2017 (Amendment 51)".

2. Amendments

2.1 The Fees and Charges Bylaw 6481, 1992 is amended as follows:

- a) Schedule B is amended by deleting and replacing the definition of "Development Conducted without a Permit" and replacing it with a new definition of "Development Conducted without a Permit" as follows:

"If any development for which a permit is required by the District of North Vancouver Development Procedures Bylaw 8144 is commenced without a permit issued by the Council, the applicant for the proposed development must pay double the fee prescribed in this bylaw."

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Best Practices Guidelines for Application Notification

Introduction:

These best practices supplement the notification requirements of the Development Procedures Bylaw.

General Notification Requirements for all Applications

1. Minimum notification is per the Development Procedures Bylaw.
2. The notification radius may be increased on a case-by-case basis where it makes sense to do so (e.g. finishing a block or including adjacent residential neighbours beyond a commercial area.)
3. Development notification letters should include a process diagram to explain the process and where the application is in the process.
4. Basic information related to major development applications should be available on the District's website including planner and applicant contact information.
5. Notification signs installed on development sites should be placed for maximum visibility from each street frontage, and if reasonable to do so be replaced if damaged or vandalized.

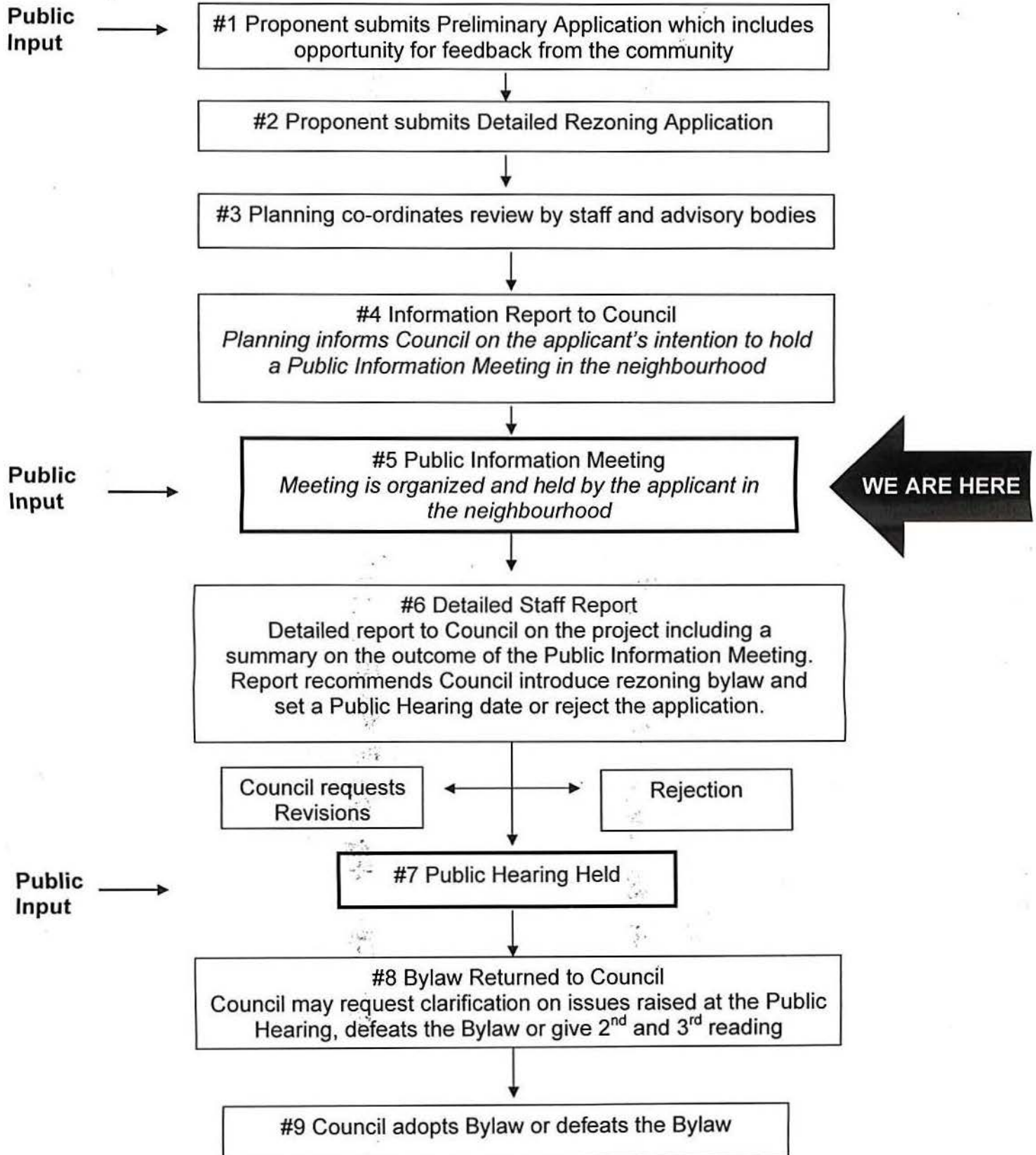
Developer's Early Input Meetings

1. Notification of an applicant's preliminary application meeting should be advertised in the local newspaper and a letter distributed to all property owners and tenants within the notification radius.
2. Meeting notification signs should be placed for maximum visibility from each street frontage.
3. Confirmation of delivery of meeting notification to renters, industrial/commercial tenants, strata owners is required to be given to staff (including method of delivery, date and number of notices delivered).
4. Developer's notification letters must include a short process diagram to explain the process and where the application is in the process.
5. Staff should attend developers' early input meetings to explain the process and timeline. Staff should bring a process timeline graphic to the meeting.

Outreach Prior to Application

1. Staff continue the practice of meeting with interested residents, owners, neighbours or community groups.
2. Staff continue the practice of providing relevant policy, process and timeline information to commercial realtors, owners representatives and developers when we are advised a site is being marketed.

PROCESS FOR APPLICATIONS REQUIRING REZONING THE DISTRICT OF NORTH VANCOUVER



Should you wish to contact District Council, they can be reached at: council@dnv.org

Document: 3119824

Table of Concordance

| Existing Part 4A of Zoning Bylaw 3210 | | Reason for Change |
|--|--|---|
| <p>4A01 Development Permits</p> <p>Development permits will be issued within development permit areas to</p> <ul style="list-style-type: none"> (1) regulate the dimensions and siting of buildings and structures on the land; (2) regulate the siting and design of off-street parking and loading facilities in accordance with the permit; (3) require that landscaping or screening be established around different uses in accordance with the standards set out in the permit; (4) require the pavement of roads and parking areas in accordance with the standards set out in the permit; (5) require that the land be developed, including the provision of sewage, water and drainage facilities, and the construction of highways, street lighting, underground wiring, sidewalks and transit service facilities; (6) subject to section 740 of the Municipal Act, require the construction of buildings and structures in accordance with the specifications, terms and conditions of the permit; (7) require the preservation or dedication of natural watercourses and the construction of works to preserve and beautify them in accordance with the terms and conditions in the permit; (8) require that an area of land specified in the permit above the natural boundary of streams, rivers, lakes or the ocean remain free of development, except that specified in the permit; (9) require the provision of areas for play and recreation; (10) limit the number, size and type and specify the form, appearance and construction of signs; and (11) regulate the exterior finishing of buildings, other than residential buildings containing 3 or less self-contained | <p><i>Part 4A "Development Permit Regulations" is deleted in its entirety.</i></p> | <p>Development permit regulations are already addressed in Schedule B of the OCP.</p> |

| <p>dwelling units, having due regard for requirements made under subsection (3). (Bylaw 5337)</p> <p>4A02 Development Permit Areas The owner of land within a Development Permit Area designated and delineated on the Zoning Map shall obtain or hold a Development Permit prior to the commencement of a development unless the total development consists of three or less self-contained dwelling units. (Bylaw 5337)</p> <p>4A03 Development Permit Fee (deleted by Bylaw 5649 and consolidated under the Development Application Fees Bylaw).</p> <p>4A04 Development Permit Security Deposits As a condition of the issue of a development permit, the holder shall provide a security satisfactory to the Director of Financial Services to ensure that the development is carried out in accordance with the terms and conditions set out in the permit. (Bylaw 5337)</p> <p>4A05 Issue of Development Permits Issuance of Development Permits is by Council resolution. (Bylaw 5337)</p> <p>4A06 Public Information Meeting If deemed necessary, Council may, by resolution, require that a public information meeting be held in respect of an application for a Development Permit. (Bylaw 5466)</p> | | |
|---|---|--|
| Existing Part 4B-A of Zoning Bylaw 3210 | Amendment to Part 4B-A of Zoning Bylaw 3210 | Reason for Change |
| <p>4B01- A Temporary Commercial and Industrial Use Permits</p> <p>Temporary Commercial and Industrial Use Permits will be issued within Temporary Use Permit Areas</p> <p>(1) Allow a commercial or industrial use not permitted by the zoning bylaw;</p> | <p>4B01-A Temporary Use Permits</p> <p>The entire area of the District of North Vancouver is designated as an area where temporary use permits may be allowed.</p> | <p>-References to industrial and commercial uses removed to allow issuance of temporary permits for any use; -Entire District designated as an temporary use area where permits are allowed.</p> |

| | | |
|---|---|---|
| <p>(2) Specify general conditions under which the temporary commercial or industrial use may be carried on;</p> <p>(3) Allow and regulate the construction of buildings or structures in respect of the use for which the permit is issued.</p> | | <p>-Removed subsections (1)(2) and (3) as these are statutory requirements outlined in the <i>Local Government Act</i>.</p> |
| <p>4B02-B <u>Temporary Commercial and Industrial Use Permit Area</u></p> <p>The owner of land within the territorial designation of the District of North Vancouver a Temporary Commercial and Industrial Use Permit Area designated and delineated on the Zoning Map may apply for a Temporary Use Permit for commercial and industrial uses not permitted in the zoning bylaw.</p> | <p><i>Deleted</i></p> | <p>Redundant</p> |
| <p>4B03-C <u>General Conditions</u></p> <p>(1) The temporary commercial or industrial use must not unreasonably interfere with orderly and efficient development of the neighbourhood;</p> <p>(2) The temporary commercial or industrial use is subject to conditions identified in Section 414 Good Neighbour Requirements for Employment Zones;</p> <p>(3) The temporary use will operate at an intensity of use suitable to the surrounding area and will be compatible with regard to design and operation with other uses in the vicinity;</p> <p>(4) The temporary use can demonstrate a plan for relocation once the permit has lapsed;</p> <p>(5) The temporary commercial or industrial use permit may specify the demolition of a building or structure associated</p> | <p>(1) The temporary use must not unreasonably interfere with orderly and efficient development of the surrounding area;</p> <p>(2) The temporary use shall be subject to conditions identified in Section 414 Good Neighbour Requirements for Employment Zones;</p> <p>(3) The temporary use shall operate at an intensity of use suitable to the surrounding area and will be compatible with regard to design and operation with other uses in the vicinity;</p> <p>(4) The temporary shall demonstrate a plan for cessation or relocation of the use once the permit has lapsed; of a temporary use permit.</p> | <p>-References to industrial and commercial uses removed;</p> <p>-Subsection (5)(6) and (7) have been removed as they are covered in draft Development Procedures Bylaw 8144 or the <i>Local Government Act</i></p> |

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| <p>with the permit or the restoration of land as described in the permit to a condition specified in the permit by the date specified in the permit;</p> <p>(6) The temporary commercial or industrial use permit may specify that the applicant deposit securities to guarantee the performance of the terms of the permit; and</p> <p>(7) The temporary commercial or industrial use permit may specify the form of security and means for determining when there is default under the permit and the amount of the security that forfeits to the local government in the event of default.</p> | | |
| <p>4B05-E <u>Temporary Commercial and Industrial Use Permit Issuance</u></p> <p>Issuance of Temporary Commercial and Industrial Use Permits is delegated to the Director of Planning, Permits and Bylaws.</p> | <i>Removed</i> | Delegation authority relocated to Development Procedures Bylaw 8144 |
| <p>4B06-F <u>Public Information Meeting</u></p> <p>If deemed necessary, the Director Generally Manager may require that a public information meeting be held in respect of an application for a Temporary Use Permit. (Bylaw 7867)</p> | <i>Removed</i> | Public Notification Requirement relocated to Development Procedures Bylaw 8144 |

| Existing Bylaw 7738 | Proposed Bylaw 8144 | Reason for Change |
|---|--|--|
| <p>Title</p> <p>1. This bylaw may be cited as “DEVELOPMENT PROCEDURES BYLAW 7738.”</p> | <p>Citation</p> <p>1. This bylaw may be cited as “Development Procedures Bylaw 8144, 2017”.</p> | New bylaw title. |
| <p>No definitions in Bylaw 7738</p> | <p>Definitions</p> <p>2. In this bylaw:</p> | Definitions were added to assist with bylaw interpretation |

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| | <p>(a) "abutting" means sharing a common boundary of at least one point, or would share a common boundary of at least one point, if not for a shared highway which does not exceed 20 m in width;</p> <p>(b) "applicant" means the owner or a representative of the owner duly authorized to act on the owner's behalf in relation to an application;</p> <p>(c) "application" means a written request by an applicant to amend the Official Community Plan or Zoning Bylaw, or to enter into a heritage revitalization agreement, or phased development agreement or for the issuance of a development permit, development variance permit, or temporary use permit, in a form and content prescribed by the General Manager and this bylaw;</p> <p>(d) "Fees and Charges Bylaw" means the District of North Vancouver Fees and Charges Bylaw 6481, as amended or replaced;</p> <p>(e) "General Manager" means the General Manager of Planning, Properties & Permits and his lawful deputy, as defined in the Officers and Employees Bylaw, and any person designated in writing by the General Manager of Planning, Properties & Permits to carry out any administrative act or function under this bylaw;</p> <p>(f) "Official Community Plan" means the District of North Vancouver Official Community Plan Bylaw 7900, as amended or replaced;</p> <p>(g) "Officers and Employees Bylaw" means the District of North Vancouver Officers and Employees Bylaw 7052, as amended or replaced;</p> <p>(h) "owner" means a person listed in the land titles office as the owner of a parcel;</p> | |
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| | <p>(i) "parcel" means any lot, block or other area of land that is the subject of an application;</p> <p>(j) "Zoning Bylaw" means the District of North Vancouver Zoning Bylaw 3210, 1965, as amended or replaced.</p> | |
| <p>Scope 2. This bylaw applies to:</p> <p>a) development applications, including:</p> <ul style="list-style-type: none"> i. preliminary applications; ii. development permit applications; iii. development variance permit applications; iv. subdivision applications; v. temporary commercial and industrial use permits; vi. liquor license applications; and vii. sign permit applications. <p>b) amendments to:</p> <ul style="list-style-type: none"> i. an Official Community Plan; or ii. the Zoning Bylaw; and <p>c) research requests, document preparation, and other related services.</p> | <p>Short Description of the purpose of the bylaw: A bylaw to define public hearing notification requirements, and procedures under which an owner of land may apply to amend the Official Community Plan or Zoning Bylaw, enter into a heritage revitalization agreement, or phased development agreement, or for the issuance of a development permit, development variance permit, or temporary use permit.</p> | <p>Certain types of applications were removed as follows:</p> <ul style="list-style-type: none"> - Subdivision (The processing of subdivision applications is within the Approving Officer's jurisdiction) - Liquor Licence Applications (The District's Liquor Application Policy is sufficient) - Sign Permits (Procedures are found in Sign Bylaw 7532) <p>Application types added, which have a public hearing requirement as follows:</p> <ul style="list-style-type: none"> - Heritage revitalization agreement - Phased development agreement |
| <p>No delegation language in Bylaw 7738</p> | <p>Delegation 3. (1) Council delegates to the General Manager the powers of Council to administer this bylaw including prescribing the form of permits issued and agreements approved under this bylaw.</p> | <p>Administrative delegation provisions added for clarity and certainty regarding the General Manager's powers to administer the bylaw.</p> |

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| <p>Application</p> <p>3. An application under section 2 of this bylaw must be submitted to the District of North Vancouver by the registered owner of the land, or by a person authorized to do so in writing by the owner, and shall be accompanied by:</p> <p>a) a written description of the specific proposal;</p> <p>b) the reasons for the requested amendment to an Official Community Plan or Zoning Bylaw;</p> <p>c) those materials required for the processing of the application(s), as deemed appropriate by the Director of Planning, Permits and Bylaws; and</p> <p>d) the applicable fee(s) prescribed in Schedule "B" of the District of North Vancouver Fees and Charges Bylaw 6481.</p> | <p>Application</p> <p>4. (1) An applicant who intends to amend the Official Community Plan or Zoning Bylaw, and an applicant who intends to enter into a heritage revitalization agreement or phased development agreement, and an applicant who applies for issuance of a development permit, development variance permit or temporary use permit must:</p> <p>(a) seek approval from Council or the General Manager in accordance with the <i>Local Government Act</i> and this bylaw;</p> <p>(b) complete an application and submit it to the General Manager; and,</p> <p>(c) pay the application fee, at the time of application submission, in accordance with the Fees and Charges Bylaw.</p> <p>(2) The applicant must provide the following information, at the applicant's expense, to the General Manager at the time of application submission:</p> <p>(a) authorization from the owner for the applicant to act on the owner's behalf with respect to the application;</p> <p>(b) documents and plans which describe the proposal;</p> <p>(c) documents and plans that demonstrate compliance with the existing or proposed regulations, as applicable; and,</p> <p>(d) any additional information the General Manager determines is required to assist the Council or the General Manager in their consideration of the application.</p> | <p>Changes intended to improve clarity regarding delegated authority and a requirement to submit information at the applicant's cost.</p> |
| <p>Refunds of Fees</p> <p>4. The refundable portion of a fee prescribed in Schedule "B" of the District of North Vancouver Fees and Charges Bylaw 6481 will be returned to the applicant in the</p> | <p>Removed</p> | <p>Fee provisions moved to the Fees and Charges Bylaw 6481</p> |

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| <p>following circumstances:</p> <p>a) if an application is withdrawn by the applicant or rejected by Council before either a public hearing or public meeting date is established or public notification is given, but not if the public hearing is waived; or</p> <p>b) if an application is approved by Council without the convening of a public hearing or public meeting or undertaking public notification.</p> <p>Development Conducted without a Permit</p> <p>6. If any development for which a permit is required by this bylaw is commenced without a permit issued by the Council, the applicant for the proposed development must pay double the fee prescribed in Schedule "B" of the District of North Vancouver Fees and Charges Bylaw 6481.</p> | | |
| <p>Process</p> <p>7. Every application will be processed by the Director of Planning, Permits and Bylaws who will present a detailed report to the Council for its consideration, except where authority to issue Development Permits has been delegated to the Director of Planning, Permits and Bylaws in accordance with section 11 of this bylaw.</p> <p>Official Community Plan or Zoning Bylaw</p> <p>8. The Council shall, following receipt of the report pursuant to section 7 in respect of an application to amend the Zoning Bylaw or an Official Community Plan, proceed with an amending bylaw or reject the application.</p> <p>Permits</p> <p>9. After receipt of the report pursuant to section 7, the Council shall consider an application for a permit and at Council's discretion, hold a public meeting and then either:</p> <p>a) issue the permit, or</p> | <p>Application Review and Consideration</p> <p>5. (1) Upon receipt of a complete application the General Manager may, as applicable:</p> <ul style="list-style-type: none"> (a) review the application; (b) prepare a report, amending bylaw, or permit for Council's consideration; (c) issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, and impose conditions for the sequence and timing of construction for the development permits in accordance with the Local Government Act and Part 1 of Schedule B of the Official Community Plan; or, (d) issue, renew, refuse, set conditions, establish the permit expiration date, require security, and require an undertaking in respect of a temporary use permit in accordance with the Local Government Act and Zoning Bylaw except for lands which are located outside of the District's four growth centres and zoned one of the Single Family Residential (RS) zones. | <p>The bylaw wording has been modified to be more consistent with legislative powers, duties and functions of Council, and the new Official Community Plan, which delegates the authority to the General Manager to consider the issuance of certain types of development permits.</p> <p>The existing Sec. 10 refusal notice provision was not included in the new bylaw as the applicant is provided notice regardless of the outcome of the decision. This is done to ensure procedural fairness.</p> |

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| <p>b) refuse to issue the permit.</p> <p>Refusal</p> <p>10. Where an application for a bylaw amendment or a permit has been refused by Council, the Municipal Clerk shall notify the applicant in writing within 15 days of the date of refusal by Council.</p> | <p>For the purposes of defining the District's four growth centres, reference is made to the District Official Community Plan Bylaw 7800 Schedule A "Town and Village Centres" Lynn Valley, Lower Lynn, Maplewood and Lower Capilano-Marine."</p> <p>(2) Upon receipt of a complete application, General Manager's report, amending bylaw or permit, Council must consider the application in accordance with the <i>Local Government Act</i>, and may as applicable:</p> <ul style="list-style-type: none"> (a) give the amending bylaw first reading; (b) forward the amending bylaw to a public hearing or waive the holding of a public hearing; (c) authorize the heritage revitalization agreement or phased development agreement; (d) authorize the issuance of a development permit, development variance permit or temporary use permit; (e) reject or refuse the application; or (f) defer or otherwise deal with the application; <p>and after having given the bylaw 3 readings, adopt the bylaw.</p> | |
| <p>Delegation of Authority to Issue Development Permits</p> <p>11. Deleted.</p> | <p><i>Removed</i></p> | |
| <p>No Reconsideration language in Bylaw 7738</p> | <p>Application Reconsideration</p> <p>6. Within 10 days of the General Manager's decision to issue, amend, refuse, impose requirements, set conditions and standards, supplement a bylaw, and impose conditions for the sequence and timing of construction for a development permit or temporary use permit the applicant may request that Council reconsider the decision subject to the following:</p> <p>(1) the request shall be in writing, and include reasons in</p> | <p>Changes intended to improve the clarity around procedures for the reconsideration of a decision by the General Manager.</p> |

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| | <p>support of the reconsideration;</p> <p>(2) upon receipt of a complete written request for Council's reconsideration, the General Manager shall prepare and forward a report to Council attaching the application and setting out the reasons for the decision;</p> <p>(3) at a date and time set by Council the applicant shall have the opportunity to appear before Council and be heard regarding the decision of the General Manager; and</p> <p>(4) following this, Council shall reconsider the decision of the General Manager and either uphold the decision or substitute the Council's decision for the General Manager's.</p> | |
| <p><i>Existing public hearing notice delivery procedures are found in the Public Notification Policy.</i></p> <p>Public Hearing notice delivery "75 m radius".</p> <p>Temporary Use Permit notice delivery "Adjacent Neighbours"</p> <p>Development Variance Permit notice delivery "Adjacent Neighbours"</p> | <p>Delivery of Notice</p> <p>7. (1) The distance for mailing or delivery of notice of a public hearing under section 466 of the <i>Local Government Act</i> is 100 metres from that part of the area that is subject to an amendment to the Official Community Plan or Zoning Bylaw, a heritage revitalization agreement, or phased development agreement and 75 metres for an amendment to the Zoning Bylaw for single-family subdivision.</p> <p>(2) The distance for mailing or delivery of notice under section 493 [<i>Temporary Use Permits</i>] and section 498 [<i>Development Variance Permits</i>] of the <i>Local Government Act</i> includes all parcels abutting that part of the area that is the subject of the permit application.</p> | <p>Notice provisions which supplement the legislative requirements should be enabled by Bylaw.</p> |
| <p><i>Existing public hearing notice posting procedures are found in the Public Notification Policy.</i></p> <p>Public Hearings. In practice we post a sign, although it is not noted in the attached policy.</p> | <p>Posting of Notice</p> <p>8. (1) In circumstances where the <i>Local Government Act</i> requires the delivery of a notice of public hearing to owners and tenants in occupation, except when the public hearing is waived, the District must, at least 12 days before the public hearing post a notice on the area, or on a highway adjacent to the area, that is the subject of the applicable bylaw.</p> <p>(2) Noncompliance with subsection (1) due to the removal, destruction or alteration of the notice by unknown persons,</p> | <p>Notice provisions which supplement the legislative requirements should be enabled by Bylaw.</p> |

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| | <p>vandalism or natural occurrence will not affect the validity of the applicable bylaw.</p> <p>(3) The posted notice must have a minimum dimension of 1.2 m x 2.4 m.</p> <p>(4) The form of the posted notice must be substantially the same as Schedule A, as applicable to the application.</p> <p>(5) The posted notice must state the following, as applicable to the application:</p> <ul style="list-style-type: none"> (a) time and date of the public hearing; (b) place of the public hearing; (c) a phrase which in general terms describes the proposal; (d) civic address of the parcel that is subject of the application; and, (e) a District website address and phone number. <p>(6) Subject to subsection (1) a minimum of one notice must be posted on the area or on a highway adjacent to the area that is the subject of the bylaw alteration.</p> | |
| No definitions in Bylaw 7738 | <p>Severability</p> <p>9. If any section, subsection or clause of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Bylaw.</p> | Intended to signal to a reviewing court that each provision of the bylaw is severable from the others and that the entire bylaw should not be declared invalid. |
| <p>Repeal</p> <p>12. The Development Procedures Bylaw 5959 and amendments thereto are repealed.</p> | <p>Repeal</p> <p>10. Development Procedures Bylaw 7738, 2008 and all amendment thereto are repealed.</p> | Repeal of outdated bylaw and amendments. |
| <p>Effective Date</p> <p>13. This bylaw will come into force and take effect on January 1, 2009.</p> | Removed | Bylaw will come into effect at adoption. |

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| <i>No Schedules in Bylaw 7738</i> | Schedule A to Bylaw 8144 | Provides a visual reference for the sign notice. |
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| Existing Fees and Charges Bylaw 6481 | Amendment to Fees and Charges Bylaw 6481 | Reason for Change |
|--|--|---|
| 1.Title This bylaw may be cited as "The District of North Vancouver Fees and Charges Bylaw 6481, 1992 | 1. Title This bylaw may be cited as "The District of North Vancouver Fees and Charges Bylaw 6481, 1992, Amendment Bylaw 8218, 2017 (Amendment 51) | Replace reference to Bylaw 7738 with reference to Bylaw 8144 |
| 2. Amendments Schedule B: "Development Conducted without a Permit " If any development for which a permit is required by the District of North Vancouver Development Procedures Bylaw 7738 is commenced without a permit issued by the Council, the applicant for the proposed development must pay double the fee prescribed in this bylaw." | 2. Amendments Schedule B: "Development Conducted without a Permit " If any development for which a permit is required by the District of North Vancouver Development Procedures Bylaw 8144 is commenced without a permit issued by the Council, the applicant for the proposed development must pay double the fee prescribed in this bylaw." | |



ADMINISTRATIVE POLICY MANUAL

| | | |
|--------------|----------------------------|------|
| Section: | Land Administration | 8 |
| Sub-Section: | Development | 3060 |
| Title: | PUBLIC NOTIFICATION POLICY | 3 |

POLICY

It is the policy of the District of North Vancouver to notify residents, businesses and property owners within specified distances of development applications. In addition to all statutory requirements, all development applications noted below shall follow the "Public Notification Policy."

REASON FOR POLICY

The purpose of this policy is to describe public notification practice for development approval processes.

PROCEDURE

The notification areas listed below are intended to establish a minimum notification area for a typical development application. The notification area may be amended for projects which, in the Director of Planning's opinion, require more extensive public notification. The notification guidelines below do not apply if 10 or more parcels owned by 10 or more persons are the subject of the bylaw alteration.

In this policy, "adjacent neighbours" means lots with property lines that adjoin to the subject property, and lots across a lane or street which would have adjoining property lines if the street or lane did not exist. The notification area radius is measured from the closest property line of the subject site.

| Process | Minimum Notification Area | Community Association Notification |
|--|----------------------------|------------------------------------|
| Development Variance Permits | | |
| Detailed application | Adjacent neighbours | Yes |
| Liquor Licenses Requiring Council Motion | Adjacent Neighbours + sign | Yes |
| Major Development Permits (Commercial, Industrial & Multi-family Form & Character) | | |
| Preliminary application | Adjacent neighbours | Yes |
| Public Information Meeting | 75m radius + sign | Yes |
| Minor Development Permit | | |
| Detailed application | Adjacent Neighbours | Yes |
| Public Hearings | 75m radius | Yes |
| Rezoning & Official Community Plan Amendments | | |
| Preliminary application | Adjacent Neighbours | Yes |
| Public Information Meeting | 75m radius + sign | Yes |
| Subdivisions | | |
| Preliminary application | Adjacent neighbours | No |
| Detailed application without rezoning or variances | Adjacent neighbours | No |
| Detailed application with rezoning or variances | 75m radius | Yes |
| Temporary Use Permits | | |
| Detailed application | Adjacent neighbours | Yes |

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|--------------------|----------------|--------------|------------------------------|
| Approval Date: | March 22, 2011 | Approved by: | Chief Administrative Officer |
| 1. Amendment Date: | | Approved by: | |
| 2. Amendment Date: | | Approved by: | |
| 3. Amendment Date: | | Approved by: | |



The Corporation of the District of North Vancouver

ADMINISTRATIVE POLICY MANUAL

| | | |
|--------------|---|------|
| Section: | Land Administration | 8 |
| Sub-Section: | Development | 3060 |
| Title: | NOTIFICATION POLICY FOR NON-STATUTORY PUBLIC CONSULTATION | 3 |

POLICY

It is the policy of the District of North Vancouver to notify residents, businesses and property owners within specified distances of development applications during the processing of that application prior to Council consideration. In addition to all statutory requirements, the development applications noted below shall follow the "Public Notification Policy."

REASON FOR POLICY

The purpose of this policy is to describe public notification during the processing of a development application.

PROCEDURE

The District of North Vancouver may notify the public of development applications and hold public information meetings to disseminate information and solicit public feedback regarding: a proposed amendment to the Official Community Plan Bylaw or Zoning Bylaw; a proposed development requiring the issue of a development permit, development variance permit, or temporary use permit; or a proposal for the issuance of a liquor licence requiring a Council resolution. The following table summarizes the recommended public notification:

| <u>Development Proposal</u> | <u>¹Notification Delivery Area</u> | <u>Sign</u> |
|--|---|-------------|
| Official Community Plan & Zoning Bylaw Amendment | | |
| Preliminary application (except subdivision) | 100 m | No |
| Public Information Meeting | 100 m | Yes |
| Subdivision where rezoning is required | 75 m | No |
| Major Development Permit for Commercial, Industrial & Multi-Family Form and Character | | |
| Preliminary application | Abutting land | No |
| Public Information Meeting | 100 m | Yes |
| Development Variance Permit | Abutting land | No |
| Temporary Use Permits | Abutting land | No |
| Liquor Licence requiring a resolution | Abutting land | Yes |

¹ The notification delivery area includes tenants and owners from the parcels, any part of which is the subject of the proposed development, except where 10 or more parcels owned by 10 or more persons are the subject of the zoning bylaw amendment.

Sign standards may be found in the District of North Vancouver Development Procedures Bylaw 8144.

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| Approval Date: | | Approved by: | |
| 1. Amendment Date: | | Approved by: | |
| 2. Amendment Date: | | Approved by: | |



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

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|--------------|---|------|
| Section: | Land Administration | 8 |
| Sub-Section: | Development - Applications | 3060 |
| Title: | PUBLIC INFORMATION MEETINGS - DEVELOPER | 2 |

POLICY

The District of North Vancouver encourages applicants for Official Community Plan amendments, rezoning and development permits to liaise with the community to provide the opportunity for public consultation and input prior to the proposal being considered by Council.

To facilitate early dialogue, applications will be discussed by the applicant, staff and the executive of the affected registered community association early in the application review process to identify specific issues. This consultation process will be followed by one or more public information meetings.

However, prior to any Public Information Meetings being held, an information report is to be prepared for Council's consideration which outlines the proposal in detail.

REASON FOR POLICY

1. To establish early dialogue with community associations and identify specific issues of concern.
2. To expand the opportunities for public consultation.
3. To ensure that factual information on all aspects of rezoning and development proposals is conveyed to the affected community.
4. To enable staff and Council to gauge public opinion on a particular application.
5. To inform Council of upcoming development proposals.

AUTHORITY TO ACT

Delegated to Staff

| | | | |
|--------------------|-------------------|--------------|-----------------------------|
| Approval Date: | December 12, 1988 | Approved by: | Policy & Planning Committee |
| 1. Amendment Date: | December 11, 1995 | Approved by: | Regular Council |
| 2. Amendment Date: | October 27, 1997 | Approved by: | Regular Council |
| 3. Amendment Date: | | Approved by: | |



PROPOSED

The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

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|--------------|---|------|
| Section: | Land Administration | 8 |
| Sub-Section: | Development - Applications | 3060 |
| Title: | PUBLIC INFORMATION MEETINGS - DEVELOPER | 2 |

POLICY

The District of North Vancouver encourages applicants for Official Community Plan amendments, rezoning and development permits to liaise with the community to provide the opportunity for public consultation and input prior to the proposal being considered by Council.

To facilitate early dialogue, applications will be discussed by the applicant and the community early in the application review process to identify specific issues. This consultation process will be followed by one or more public information meetings.

However, prior to any Public Information Meetings being held, an information report is to be prepared for Council's consideration which outlines the proposal in detail.

REASON FOR POLICY

1. To establish early dialogue with community associations and identify specific issues of concern.
2. To expand the opportunities for public consultation.
3. To ensure that factual information on all aspects of rezoning and development proposals is conveyed to the affected community.
4. To enable staff and Council to gauge public opinion on a particular application.
5. To inform Council of upcoming development proposals.

AUTHORITY TO ACT

Delegated to Staff

| | | | |
|--------------------|--|--------------|--|
| Approval Date: | | Approved by: | |
| 1. Amendment Date: | | Approved by: | |
| 2. Amendment Date: | | Approved by: | |
| 3. Amendment Date: | | Approved by: | |



CORPORATE POLICY MANUAL

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|--------------|--|------|
| Section: | Land Administration | 8 |
| Sub-Section: | Subdivision Control | 3320 |
| Title: | SUBDIVISION APPROVAL UNDER SECTION 944 OF THE LOCAL GOVERNMENT ACT | 5 |

POLICY

In cases where the creation of a lot, under Part 26, Division 11, Section 944 of the *Local Government Act*, might be considered to have a negative impact on the adjacent residents, the Council may, upon consideration of the recommendations of the Approving Officer, instruct that a poll of neighbours within a defined area, be conducted.

REASON FOR POLICY

To ensure that adjacent residents are aware of potential subdivision and afford them the opportunity for input prior to approval.

AUTHORITY TO ACT

Retained by Council

| | | | |
|--------------------|--------------------|--------------|-----------------------------|
| Approval Date: | September 26, 1983 | Approved by: | Policy & Planning Committee |
| 1. Amendment Date: | July 15, 1988 | Approved by: | Updated |
| 2. Amendment Date: | December 11, 1995 | Approved by: | Regular Council |
| 3. Amendment Date: | | Approved by: | |

**CORPORATE POLICY MANUAL**

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|--------------|-----------------------|------|
| Section: | Land Administration | 8 |
| Sub-Section: | Subdivision Control | 3320 |
| Title: | SUBDIVISION APPROVALS | 6 |

POLICY

Prior to considering the approval of a subdivision, the Approving Officer will provide notification to the adjacent property owners of the application under consideration.

REASON FOR POLICY

To ensure that adjacent residents are aware of potential subdivision and afford them the opportunity for input.

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|--------------------|------------------|--------------|-----------------------------|
| Approval Date: | May 15, 1989 | Approved by: | Policy & Planning Committee |
| 1. Amendment Date: | October 16, 2006 | Approved by: | Regular Council |
| 2. Amendment Date: | | Approved by: | |
| 3. Amendment Date: | | Approved by: | |



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

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|--------------|--|------|
| Section: | Land Administration | 8 |
| Sub-Section: | Development - Applications | 3060 |
| Title: | Development Variance Permits - Supporting Material | 4 |

POLICY

The following supporting material will be included with the staff report on individual Development Variance Permits for Council's consideration:

1. the age and height of houses within the notification radius on the site and surrounding map;
2. if any additional data for homes outside the notification radius is shown, data for all the intervening homes will also be provided; and
3. colour photographs supplied by the applicant, illustrating the streetscape and contextual relationship of the proposed house with the adjacent single family residences. Where the proposed increase in height is less than 2 feet (.61m), photographs will be not required.

REASON FOR POLICY

To provide Council with relevant information regarding the proposed variance in relationship to adjacent homes in the area.

AUTHORITY TO ACT

Delegated to Staff

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|--------------------|-------------------|--------------|-----------------|
| Approval Date: | September 8, 1997 | Approved by: | Regular Council |
| 1. Amendment Date: | October 14, 1997 | Approved by: | Regular Council |
| 2. Amendment Date: | | Approved by: | |
| 3. Amendment Date: | | Approved by: | |



CORPORATE POLICY MANUAL

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|--------------|------------------------------------|------|
| Section: | Legislative and Regulatory Affairs | 9 |
| Sub-Section: | Liquor Licences/Permits | 4320 |
| Title: | LIQUOR APPLICATIONS | 1 |

POLICY

All Applications for new or amended licences for:

- **Liquor Primary uses - ie. For establishments primarily in the hospitality, entertainment or beverage service business, or private clubs;**
- **Food Primary uses (restaurants) when they include patron participation entertainment (eg. dine and dance or karaoke), and/or hours of liquor service past midnight will be handled in accordance with the procedures outlined in this Policy.**

REASON FOR POLICY

To ensure that all "liquor primary" applications have a staff review process consistent with both the changed LCLB regulations and procedures of 2002/03 and other development related processes in the District.

AUTHORITY TO ACT

Retained by Council.

PROCEDURE

1. Applicant submits an application to the Liquor Control Licensing Branch.
2. Applicant then applies to the Municipality (Community Planning Department) to determine the requirements for business licensing and building and, if necessary, development permit and rezoning. Applications requiring a Development Permit or a Zoning Bylaw amendment follow the normal process for such applications. Applications not requiring a DP or rezoning proceed to steps (3) to (7) below;
3. Applications are referred to all relevant departments for review and discussion, including Fire, Building, Business Licensing, RCMP, Transportation, Engineering and other departments or agencies as appropriate;
4. Applications are referred to the local Community Association and Business Association for review and comment;
5. Applicants place a large notice on the site and two advertisements in a local newspaper as per the existing process for public notification of Development Permit applications;
6. Notice of the licence application is sent to all property owners and occupants within a 100m radius, requesting comments and input;
7. Community Planning prepares a report to Council summarizing all comments and input received, and makes a recommendation regarding the licence application;
8. The Clerk forwards the Council resolution to the LCLB.

| | | | |
|--------------------|-------------------|--------------|-----------------------------|
| Approval Date: | January 13, 1992 | Approved by: | Policy & Planning Committee |
| 1. Amendment Date: | December 11, 1995 | Approved by: | Regular Council |
| 2. Amendment Date: | July 28, 2003 | Approved by: | Regular Council |
| 3. Amendment Date: | | Approved by: | |



CORPORATE POLICY MANUAL

| | | |
|--------------|------------------------------------|------|
| Section: | Legislative and Regulatory Affairs | 9 |
| Sub-Section: | Liquor Licences/Permits | 4320 |
| Title: | LIQUOR APPLICATIONS | 1 |

POLICY

All Applications for new or amended licences for:

- Liquor Primary uses - ie. For establishments primarily in the hospitality, entertainment or beverage service business, or private clubs;
- Food Primary uses (restaurants) when they include patron participation entertainment (eg. dine and dance or karaoke), and/or hours of liquor service past midnight will be handled in accordance with the procedures outlined in this Policy.

REASON FOR POLICY

To ensure that all "liquor primary" applications have a staff review process consistent with 2017 LCLB regulations and other development related processes in the District.

AUTHORITY TO ACT

Retained by Council.

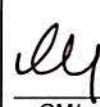
PROCEDURE

1. Applicant submits an application to the Liquor Control Licensing Branch.
2. Applicant then applies to the Municipality (Community Planning Department) to determine the requirements for business licensing and building and, if necessary, development permit and rezoning. Applications requiring a Development Permit or a Zoning Bylaw amendment follow the normal process for such applications. Applications not requiring a DP or rezoning proceed to steps (3) to (7) below;
3. Applications are referred to all relevant departments for review and discussion, including Fire, Building, Business Licensing, RCMP, Transportation, Engineering and other departments or agencies as appropriate;
4. Applicants place a large notice on the site in accordance with public notification procedures of the Development Procedures Bylaw;
5. Notice of the licence application is sent to owners and occupants of abutting properties requesting comments and input;
6. Development Planning prepares a report to Council summarizing all comments and input received, and makes a recommendation regarding the licence application;
7. The Clerk forwards the Council resolution to the LCLB.

| | | | |
|--------------------|--|--------------|--|
| Approval Date: | | Approved by: | |
| 1. Amendment Date: | | Approved by: | |
| 2. Amendment Date: | | Approved by: | |
| 3. Amendment Date: | | Approved by: | |

| AGENDA INFORMATION | |
|---|--------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>May 8, 2017</u> |
| <input type="checkbox"/> Other: | Date: _____ |


Dept.
Manager


GM/
Director


CAO

The District of North Vancouver REPORT TO COUNCIL

May 2, 2017
File: 09.3900.01/000.000

AUTHOR: Linda Brick, Deputy Municipal Clerk

SUBJECT: Tax Rates Bylaw 8235, 2017

RECOMMENDATION:

THAT "Tax Rates Bylaw 8235, 2017" is ADOPTED.

BACKGROUND:

Bylaw 8235 received First, Second and Third Readings on May 1, 2017.

The bylaw is now ready to be considered for 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:

- Tax Rates Bylaw 8235, 2017
- Staff Report dated April 18, 2017

The Corporation of the District of North Vancouver

Bylaw 8235

A bylaw for imposing rates on lands and improvements in the District of North Vancouver for 2017

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

1. Citation

This bylaw may be cited as "Tax Rates Bylaw 8235, 2017".

2. 2017 Tax Rates

The following tax rates are imposed for 2017 on the taxable land and improvements as set out in the assessment roll:

- (a) for all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the Schedule A attached hereto and forming a part hereof;
- (b) for provision of the monies required in 2017 under bylaws of the municipality to meet payments of interest and principal of debts incurred for which other provision has not been made, on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of Schedule A attached hereto and forming a part hereof; and,
- (c) for provision of the municipality's appropriate share of the monies required for Regional District purposes for the year 2017, for expenditures of the Metro Vancouver Regional District on the assessed value of land and improvements taxable for hospital purposes, rates appearing in column "C" of Schedule A attached hereto and forming a part hereof.

READ a first time May 1st, 2017.

READ a second time May 1st, 2017.

READ a third time May 1st, 2017.

ADOPTED

Mayor

Municipal Clerk

SCHEDULE A to BYLAW 8235

2017 TAX RATES (\$'S OF TAX PER \$ 1,000 TAXABLE VALUE)

| Property Class | A Municipal General | B Municipal Debt | Total Municipal | C Metro Vancouver Regional District |
|----------------------------|---------------------------|------------------------|--------------------|---|
| Residential | 1.53414 | 0.07243 | 1.60657 | 0.04256 |
| Utilities | 38.19690 | 1.80310 | 40.00000 | 0.14897 |
| Industrial (Major) | 27.12761 | 1.28064 | 28.40825 | 0.14471 |
| Industrial (Major) | | | | |
| - Capped Properties | 26.26030 | 1.23970 | 27.50000 | 0.14471 |
| - Capped New Investment | 21.48574 | 1.01426 | 22.50000 | 0.14471 |
| Industrial (Light) | 9.98004 | 0.47113 | 10.45117 | 0.14471 |
| Business/Other | 6.75156 | 0.31873 | 7.07029 | 0.10428 |
| Recreation | 4.56912 | 0.21569 | 4.78481 | 0.04256 |

| AGENDA INFORMATION | |
|--|-------------|
| <input type="checkbox"/> Regular Meeting | Date: _____ |
| <input type="checkbox"/> Other: | Date: _____ |



The District of North Vancouver REPORT TO COUNCIL

April 18, 2017
File: 05.1950

AUTHOR: Andy Wardell, Acting General Manager, Finance & Technology & Chief Financial Officer

SUBJECT: Tax Rates Bylaw 8235, 2017

RECOMMENDATION:

That Council approve the first three readings of Tax Rates Bylaw 8235, 2017.

REASON FOR REPORT:

In accordance with Section 197 of the Community Charter, Council must adopt the 2017 Tax Rates Bylaw before May 15th. As directed by Council, Staff has prepared the 2017 Tax Rates Bylaw based on a property tax revenue increase of 3.00% for all classes, except for major industry (non-capped) that is set at 8.14%.

The following tables detail the distribution of the tax increase and the year-over-year change in the tax rates.

| <u>Tax Distribution</u> | <u>2017</u> |
|-----------------------------|-------------|
| Residential | 3.00% |
| Major Industry - Non-capped | 8.14% |
| Light Industry | 3.00% |
| Business | 3.00% |
| Recreation | 3.00% |

The District's tax strategy aims at promoting vibrancy and diversification at competitive tax rates for all classes that are below tax rate benchmarks for the Metro Vancouver region. A key component of the tax strategy has been achieving a tax rate for major industrial (non-capped) properties at a level below the regional average. For 2017 the tax rate for major industrial (non-capped) properties is set at \$28.41 per thousand dollars of assessed value and is below the regional average. The 2017 residential and business class tax rates are also lower than regional averages due to sizable increases property market values and new construction growth.

The Corporation of the District of North Vancouver

Bylaw 8235

A bylaw for imposing rates on lands and improvements in the District of North Vancouver for 2017

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

1. Citation

This bylaw may be cited as "Tax Rates Bylaw 8235, 2017".

2. 2017 Tax Rates

The following tax rates are imposed for 2017 on the taxable land and improvements as set out in the assessment roll:

- (a) for all lawful general purposes of the municipality on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "A" of the Schedule A attached hereto and forming a part hereof;
- (b) for provision of the monies required in 2017 under bylaws of the municipality to meet payments of interest and principal of debts incurred for which other provision has not been made, on the assessed value of land and improvements taxable for general municipal purposes, rates appearing in column "B" of Schedule A attached hereto and forming a part hereof; and,
- (c) for provision of the municipality's appropriate share of the monies required for Regional District purposes for the year 2017, for expenditures of the Metro Vancouver Regional District on the assessed value of land and improvements taxable for hospital purposes, rates appearing in column "C" of Schedule A attached hereto and forming a part hereof.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

SCHEDULE A to BYLAW 8235

2017 TAX RATES (\$'S OF TAX PER \$ 1,000 TAXABLE VALUE)

| Property Class | A Municipal General | B Municipal Debt | Total Municipal | C Metro Vancouver Regional District |
|----------------------------|---------------------------|------------------------|--------------------|---|
| Residential | 1.53414 | 0.07243 | 1.60657 | 0.04256 |
| Utilities | 38.19690 | 1.80310 | 40.00000 | 0.14897 |
| Industrial (Major) | 27.12761 | 1.28064 | 28.40825 | 0.14471 |
| Industrial (Major) | | | | |
| - Capped Properties | 26.26030 | 1.23970 | 27.50000 | 0.14471 |
| - Capped New Investment | 21.48574 | 1.01426 | 22.50000 | 0.14471 |
| Industrial (Light) | 9.98004 | 0.47113 | 10.45117 | 0.14471 |
| Business/Other | 6.75156 | 0.31873 | 7.07029 | 0.10428 |
| Recreation | 4.56912 | 0.21569 | 4.78481 | 0.04256 |

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

| | | |
|------------------|----------|-----|
| | | 9.4 |
| Dept. Manager | Director | CAO |

The District of North Vancouver

REPORT TO COUNCIL

May 8, 2017

File:

AUTHOR: Andy Wardell, Acting General Manager, Finance & Technology & CFO

SUBJECT: 2016 Audited Financial Statements

RECOMMENDATION:

THAT the 2016 Audited Consolidated Financial Statements of the District of North Vancouver be considered and approved.

THAT the 2016 Audited Financial Statements of the North Vancouver Recreation & Culture Commission be considered and approved.

SUMMARY

The 2016 Audited Consolidated Financial Statements of the District of North Vancouver and the 2016 Financial Statements of the North Vancouver Recreation & Culture Commission have been prepared by management and audited by KPMG, LLP.

In accordance with the requirements of both Assurance engagements, the external auditors attended the meeting with the Finance and Audit Standing Committee on April 18th to discuss their audit findings and render an unqualified opinion.

At the meeting on April 18, 2017 the Finance and Audit Standing Committee considered this matter and recommends to Council:

That the 2016 Audited Consolidated Financial Statements of the District of North Vancouver be considered and approved.

That the 2016 Audited Financial Statements of the North Vancouver Recreation & Culture Commission be approved.

EXISTING POLICY

Section 9 of BC Reg. 371/93 (Financial Information Act) requires that the annual Audited Consolidated Financial Statements of the District be approved by Council.

Community Charter Section 167 (1) requires that municipal Financial Statements must be prepared by the Financial Officer and presented to Council for acceptance.

SUBJECT: 2016 Audited Financial Statements

May 8, 2017

Page 2

Community Charter Section 170 (2) states "reports submitted by the municipal auditor to a committee under this section are deemed to have been submitted to Council".

Responsibility for the approval of the Financial Statements of the North Vancouver Recreation & Culture Commission falls to the District of North Vancouver Council by virtue of the delegation of the responsibility for the annual audit to the District's Chief Financial Officer.

Under Bylaw 7783 – North Vancouver Recreation Commission Establishing Bylaw, Part 4, Section 37, the Chief Financial Officer for the District of North Vancouver is the Appointed Financial Officer responsible for the annual financial audit of the Commission. The approval of the Financial Statements of the North Vancouver Recreation & Culture Commission is part of this responsibility.

Community Charter Section 14(2) provides that the municipal powers, duties and functions of one or more of the participating municipalities may be exercised in relation to the "North Vancouver Recreation Commission" in another participating municipality. Community Charter Section 154 requires a Council to approve the Financial Statements of the North Vancouver Recreation & Culture Commission.

Timing/Approval Process:

The approval of the Audited Consolidated Financial Statements of the District of North Vancouver is necessary prior to submitting the audited Consolidated Financial Statements to the Ministry of Community, Sport and Cultural Development before May 15, 2017.



Andy Wardell, CPA, CGA, MA
Acting General Manager, Finance & Technology & CFO

| 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"/> _____ |
| <input type="checkbox"/> Utilities | <input type="checkbox"/> Communications | <input type="checkbox"/> NS Health | <input type="checkbox"/> _____ |
| <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 | |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Human resources | <input type="checkbox"/> Other: _____ | |
| | <input type="checkbox"/> ITS | | |
| | <input type="checkbox"/> Solicitor | | |
| | <input type="checkbox"/> GIS | | |

DRAFT

**North Vancouver Recreation & Culture Commission
Financial Statements**

December 31, 2016

Contents

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| Statement of Operations | 3 |
| Statement of Change in Net Financial Assets | 4 |
| Statement of Cash Flows | 5 |
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INDEPENDENT AUDITORS' REPORT

To the Mayor and Councillors of the Corporation of the District of North Vancouver

We have audited the accompanying statements of the North Vancouver Recreation & Culture Commission, which comprise the statement of financial position as at December 31, 2016, the statements of operations, changes in net debt and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the North Vancouver Recreation & Culture Commission as at December 31, 2016, and the results of operations, its changes in net debt, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants

[Date]

Burnaby, Canada

North Vancouver Recreation & Culture Commission

Statement of Financial Position

December 31

2016

2015

Financial assets

| | | |
|--|------------------|------------------|
| Cash | \$ 2,280,417 | \$ 589,179 |
| Accounts receivable | 414,447 | 317,431 |
| Receivable from District of North Vancouver (Note 3) | 4,552,877 | 5,069,228 |
| Receivable from City of North Vancouver (Note 3) | - | 189,724 |
| Inventories held for resale | 10,997 | 10,463 |
| | <u>7,258,738</u> | <u>6,176,025</u> |

Liabilities

| | | |
|--|------------------|------------------|
| Accounts payable and accrued liabilities | 1,901,069 | 1,563,124 |
| Deposits held | 636,747 | 730,313 |
| Deferred revenue (Note 4) | 2,056,065 | 2,002,183 |
| Due to City of North Vancouver (Note 3) | 450,195 | - |
| Post-employment benefits (Note 5) | 2,172,400 | 2,092,700 |
| | <u>7,216,476</u> | <u>6,388,320</u> |

Net financial assets (debt) 42,262 (212,295)

Non-financial assets

| | | |
|------------------|---------------|----------------|
| Prepaid expenses | 47,738 | 322,295 |
| | <u>47,738</u> | <u>322,295</u> |

Accumulated surplus (Note 6) \$ 90,000 \$ 110,000

Commitments and contingencies (Note 8)

Approved by:

Chief Financial Officer, District of North Vancouver

Director, North Vancouver Recreation & Culture Commission

See accompanying notes to the financial statements

North Vancouver Recreation & Culture Commission

Statement of Operations

Year ended December 31

| | 2016 Budget (Note 2(c)) | 2016 | 2015 |
|---|-------------------------------|-------------------|-------------------|
| Revenue | | | |
| Memberships | \$ 3,109,117 | \$ 2,560,649 | \$ 2,915,642 |
| Programs and lessons | 6,511,268 | 6,717,373 | 6,316,335 |
| Rentals | 1,897,485 | 1,961,382 | 1,775,978 |
| Other | 632,383 | 645,162 | 641,982 |
| | <u>12,150,253</u> | <u>11,884,566</u> | <u>11,649,937</u> |
| Expenses | | | |
| Program | 9,150,583 | 8,955,348 | 8,785,568 |
| Maintenance | 5,124,335 | 4,874,469 | 4,756,322 |
| Operating | 8,538,413 | 7,969,229 | 8,087,327 |
| Administration | 2,963,095 | 2,852,668 | 2,956,233 |
| | <u>25,776,426</u> | <u>24,651,714</u> | <u>24,585,450</u> |
| Net cost of operations | (13,626,173) | (12,767,148) | (12,935,513) |
| Municipal contributions (Note 1) | | | |
| District of North Vancouver | 8,921,319 | 8,921,319 | 8,440,378 |
| City of North Vancouver | 4,704,854 | 4,704,854 | 4,527,398 |
| | <u>13,626,173</u> | <u>13,626,173</u> | <u>12,967,776</u> |
| Annual surplus, before distributions | <u>\$ -</u> | 859,025 | 32,263 |
| Distribution to District of North Vancouver | | (612,734) | 3,996 |
| Distribution to City of North Vancouver | | <u>(266,291)</u> | <u>(36,259)</u> |
| Deficit | | (20,000) | - |
| Accumulated surplus, beginning of year | | 110,000 | 110,000 |
| Accumulated surplus, end of year | | <u>\$ 90,000</u> | <u>\$ 110,000</u> |

See accompanying notes to the financial statements

North Vancouver Recreation & Culture Commission **Statement of Change in Net Financial Assets**

Year ended December 31

| | 2016 Budget (Note 2(c)) | 2016 | 2015 |
|--|-------------------------------|------------------|---------------------|
| Deficit for the year | \$ - | \$ (20,000) | \$ - |
| Acquisition of prepaid expenses | - | (47,738) | (322,295) |
| Use of prepaid expenses | - | 322,295 | 310,196 |
| Change in net financial assets | - | 254,557 | (12,099) |
| Net debt, beginning of year | - | (212,295) | (200,196) |
| Net financial assets (debt), end of year | <u>\$ -</u> | <u>\$ 42,262</u> | <u>\$ (212,295)</u> |

See accompanying notes to the financial statements

North Vancouver Recreation & Culture Commission

Statement of Cash Flows

Year Ended December 31

2016

2015

Cash provided by (used in):

Operations

| | | |
|---|----------------|-----------------|
| Deficit for the year | \$ (20,000) | \$ - |
| Increase in accounts receivable | (97,016) | (21,235) |
| (Increase) decrease in inventories held for resale | (534) | 5,238 |
| Decrease (increase) in prepaid expenses | 274,557 | (12,099) |
| Increase (decrease) in accounts payable and accrued liabilities | 337,945 | (123,262) |
| (Decrease) increase in deposits held | (93,566) | 87,379 |
| Increase in deferred revenues | 53,882 | 12,149 |
| Increase in post-employment benefits | 79,700 | 31,000 |
| | <u>534,968</u> | <u>(20,830)</u> |

Financing

| | | |
|--|------------------|------------------|
| Decrease in net receivable from District of North Vancouver | 516,351 | 401,238 |
| Decrease (increase) in net receivable from City of North Vancouver | <u>639,919</u> | <u>(116,329)</u> |
| | <u>1,156,270</u> | <u>284,909</u> |

| | | |
|-------------------------|---------------------|-------------------|
| Net increase in cash | 1,691,238 | 264,079 |
| Cash, beginning of year | <u>589,179</u> | <u>325,100</u> |
| Cash, end of year | <u>\$ 2,280,417</u> | <u>\$ 589,179</u> |

See accompanying notes to the financial statements

North Vancouver Recreation & Culture Commission

Notes to the Financial Statements

December 31, 2016

1. Operations

The North Vancouver Recreation & Culture Commission (the "Commission") was originally established under an agreement between the Corporation of the District of North Vancouver ("District") and the Corporation of the City of North Vancouver ("City") to conduct recreational activities.

The annual contribution to the Commission by the District and the City is amended and agreed upon periodically, and approximates the use made of each of the recreation facilities by the residents of the District and the City. The current allocations are 66.67% (2015 – 66.67%) and 33.33% (2015 – 33.33%), respectively. For 2016, arts and culture grants were shared evenly. Any annual operating surplus will be returned to the District and the City in proportion to the funding contribution of each, adjusted for any specific items.

The operations of the Commission include Administration, Support Services, Centennial Theatre Centre, John Braithwaite Community Centre, Mickey McDougall Recreation Centre, Memorial Recreation Centre, Seylunn Recreation Centre, Harry Jerome Recreation Centre, Lynn Valley Recreation Centre, Karen Magnussen Recreation Centre, Ron Andrews Recreation Centre, Delbrook Recreation Centre, Parkgate Community Centre and North Vancouver Tennis Centre. The Commission also provides services under contracts with North Shore Neighbourhood House, and Ice Sports North Shore.

The Commission is required under the By-law Agreement between the District and the City to maintain detailed records of capital assets. In addition, the Commission is responsible for the maintenance of these assets and charges the City and the District for capital purchases and maintenance expenses incurred. Title to the capital assets is retained by the District and City and accordingly capital assets and related amounts payable are not recorded in the financial statements of the Commission.

2. Summary of significant accounting policies

a) Basis of presentation

The financial statements of the Commission are prepared by management in accordance with Canadian generally accepted accounting principles as prescribed in the CPA Canada Public Sector Accounting Handbook.

b) Inventories held for resale

Inventories held for resale are valued at the lower of cost and net realizable value. Cost is determined on a weighted-average cost basis and includes all costs of purchases and other costs incurred in bringing the inventories to their present location and condition. Net realizable value is the estimated selling price in the ordinary course of business, less the estimated costs necessary to make the sale.

c) Budget information

Budget information, presented in these financial statements, was adopted by the District of North Vancouver on May 2, 2016 and by the City of North Vancouver on May 2, 2016.

d) Revenue recognition

Revenue is recorded on the accrual basis and is recognized when it is earned. Revenue unearned in the current period is reported on the statement of financial position as deferred revenue or deposits.

North Vancouver Recreation & Culture Commission

Notes to the Financial Statements

December 31, 2016

2. Summary of significant accounting policies, continued

e) Expense recognition

Expenses are recognized as they are incurred as a result of the receipt of goods and services or the creation of a legal obligation to pay.

f) Employee future benefits

The Commission makes contributions to the Municipal Pension Plan. These contributions are expensed as incurred.

Sick leave benefits as well as severance and benefits at retirement or termination are also available to the Commission's employees. The costs of these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. The obligation under these benefit plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

g) Non-financial assets

Non financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

h) Use of accounting estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management estimates relate to the determination of post employment benefits, allowance for doubtful accounts receivable and provision for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in the financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

i) Segment disclosure

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the standard. The Commission's activities are in only one segment and hence no additional disclosure is required.

3. Related parties

The receivable from the District is comprised of cash held and invested on behalf of the Commission, net of amounts arising from other transactions throughout the year. The amount payable to the City represents the net amount arising from transactions between the City and the Commission throughout the year. These amounts are non-interest bearing.

North Vancouver Recreation & Culture Commission

Notes to the Financial Statements

December 31, 2016

4. Deferred revenue

These amounts consist primarily of fees collected for services to be rendered in future periods.

5. Post-employment benefits

As per the Collective Agreement and compensation policy, the Commission provides its employees with sick days and certain employee benefits on termination and retirement. These include severance pay based on years of service and a full year's vacation entitlement in the year of retirement.

The Commission uses an actuarial valuation to determine the estimated value of post-employment benefits. The most recent full actuarial valuation was completed as at December 31, 2014 and has been updated to December 31, 2016.

| | 2016 | 2015 |
|--|---------------------|---------------------|
| Accrued benefit obligation - beginning | \$ 2,027,000 | \$ 2,067,200 |
| Current service cost | 174,600 | 168,700 |
| Interest paid | 64,400 | 65,100 |
| Benefits paid | (209,500) | (202,100) |
| Actuarial gain | (67,300) | (71,900) |
| Accrued benefit obligation - end | 1,989,200 | 2,027,000 |
| Unamortized actuarial gain | 183,200 | 65,700 |
| | <u>\$ 2,172,400</u> | <u>\$ 2,092,700</u> |

Actuarial gains and losses are amortized over nine years, being the expected average remaining service period of the related employee group, commencing the year after the gain or loss arises.

The significant actuarial assumptions used in estimating the Commission's accrued benefit obligation are as follows:

| | 2016 | 2015 |
|---------------------------------|--------------|--------------|
| Discount rate | 3.3% | 3.10% |
| Expected future inflation rates | 2.50% | 2.50% |
| Expected wage increases | 2.58% - 4.5% | 2.58% - 4.5% |

6. Accumulated surplus

The accumulated surplus is comprised of the following operating reserves:

| | 2016 | 2015 |
|-------------------------|------------------|-------------------|
| Technology project | \$ 50,000 | \$ 110,000 |
| Consulting project | 40,000 | - |
| Total operating reserve | <u>\$ 90,000</u> | <u>\$ 110,000</u> |

North Vancouver Recreation & Culture Commission

Notes to the Financial Statements

December 31, 2016

7. Expenses by object

Expenses by object are comprised of the following:

| | 2016 | 2015 |
|--------------------------------|----------------------|----------------------|
| Salaries & benefits | \$ 18,607,476 | \$ 18,670,752 |
| Buildings & grounds | 1,657,908 | 1,606,415 |
| Goods & materials | 1,027,875 | 1,065,077 |
| Equipment costs | 309,593 | 280,575 |
| Administrative & service costs | 2,364,838 | 2,255,882 |
| Other contract services | 684,024 | 706,749 |
| | <u>\$ 24,651,714</u> | <u>\$ 24,585,450</u> |

8. Commitments and contingencies

The Commission and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2015, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 37,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent valuation for the Municipal Pension Plan as of December 31, 2015, indicated a \$2,224 million funding surplus for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The Commission paid \$1,139,009 (2015 - \$1,126,950) for employer contributions to the plan in fiscal 2016.

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**District of North Vancouver
Consolidated Financial Statements
December 31, 2016**

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INDEPENDENT AUDITORS' REPORT

To the Mayor and Councillors

We have audited the accompanying consolidated financial statements of the Corporation of the District of North Vancouver, which comprise the consolidated statement of financial position as at December 31, 2016, the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and notes, comprising a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on our judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Corporation of the District of North Vancouver as at December 31, 2016, and its consolidated results of operations, its consolidated changes in its net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Chartered Professional Accountants

Date

Burnaby, Canada

District of North Vancouver
Consolidated Statement of Financial Position
December 31, 2016

| | 2016 | 2015 |
|--|-----------------------|-----------------------|
| Financial assets | | |
| Cash | \$ 6,992,170 | \$ 7,182,490 |
| Taxes receivable | 3,644,750 | 3,938,742 |
| Accounts receivable | 3,826,472 | 3,873,459 |
| Due from governments (Note 2) | 2,823,041 | 4,446,404 |
| Investments (Note 3) | 219,281,486 | 216,749,996 |
| MFA debt reserve deposit | 801,802 | 808,145 |
| Inventories held for resale | 177,527 | 113,986 |
| | <u>237,547,248</u> | <u>237,113,222</u> |
| Financial liabilities | | |
| Accounts payable and accrued liabilities | 21,208,676 | 20,599,324 |
| Due to governments (Note 4) | 14,095,110 | 10,791,045 |
| Restricted revenues (Note 5) | 18,003,971 | 14,785,347 |
| Deferred revenues (Note 6) | 23,924,999 | 22,196,205 |
| Long-term debt (Note 7) | 42,658,482 | 46,650,352 |
| Post-employment benefits (Note 8) | 10,070,289 | 9,752,464 |
| Deposits and other liabilities | 15,232,652 | 13,007,298 |
| | <u>145,194,179</u> | <u>137,782,035</u> |
| Net financial assets | 92,353,069 | 99,331,187 |
| Non-financial assets | | |
| Prepaid expenses | 1,866,719 | 1,262,368 |
| Inventories held for consumption | 1,022,064 | 934,517 |
| Tangible capital assets (Note 9) | 599,528,895 | 554,748,931 |
| Other assets | 245,034 | 284,327 |
| | <u>602,662,712</u> | <u>557,230,143</u> |
| Accumulated surplus (Note 10) | <u>\$ 695,015,781</u> | <u>\$ 656,561,330</u> |
| Commitments and contingencies (Note 13) | | |

Andy Wardell, CPA, CGA, MA
Chief Financial Officer

See accompanying notes to consolidated financial statements

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District of North Vancouver
Consolidated Statement of Operations
Year Ended December 31

| | 2016 Budget | 2016 | 2015 |
|---|----------------------|-----------------------|-----------------------|
| | (Note 16) | | |
| Revenues | | | |
| Taxation (Note 11) | \$ 93,800,878 | \$ 94,392,353 | \$ 90,817,647 |
| Sales, fees, and user charges | | | |
| Water | 24,950,618 | 24,495,967 | 24,182,645 |
| Sewer | 22,011,021 | 22,092,097 | 21,376,578 |
| Solid waste | 8,283,868 | 8,189,926 | 8,190,802 |
| Parks, recreation and culture | 12,470,586 | 12,254,441 | 12,212,830 |
| Other | 17,062,736 | 25,513,735 | 27,031,708 |
| Transfer from governments | 4,520,585 | 8,602,490 | 14,609,468 |
| Investment income | 3,498,032 | 3,915,166 | 4,151,143 |
| Land sales and other contributions | 5,236,436 | 6,704,750 | 13,914,331 |
| | <u>191,834,760</u> | <u>206,160,925</u> | <u>216,487,151</u> |
| Expenses (Note 12) | | | |
| General government | 24,804,728 | 35,214,246 | 34,612,358 |
| Protective services | 42,394,580 | 42,538,868 | 39,992,939 |
| Solid waste removal services | 7,716,298 | 7,546,190 | 7,902,534 |
| Social services | 2,556,893 | 2,338,116 | 2,690,523 |
| Development services | 4,848,020 | 3,882,785 | 3,320,252 |
| Transport and other services | 7,893,052 | 8,602,245 | 6,776,267 |
| Parks, recreation and cultural services | 34,928,130 | 34,206,243 | 33,495,105 |
| Water utility services | 17,223,603 | 17,497,008 | 17,305,338 |
| Sewer utility services | 15,697,197 | 15,880,773 | 15,420,299 |
| | <u>158,062,501</u> | <u>167,706,474</u> | <u>161,515,615</u> |
| Annual surplus | <u>\$ 33,772,259</u> | <u>38,454,451</u> | <u>54,971,536</u> |
| Accumulated surplus, beginning of year | | <u>656,561,330</u> | <u>601,589,793</u> |
| Accumulated surplus, end of year | | <u>\$ 695,015,781</u> | <u>\$ 656,561,330</u> |

See accompanying notes to consolidated financial statements

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District of North Vancouver
Consolidated Statement of Cash Flows
Year Ended December 31

| | 2016 | 2015 |
|--|---------------|---------------|
| Operating transactions | | |
| Annual surplus | \$ 38,454,451 | \$ 54,971,536 |
| Non-cash items: | | |
| Depreciation | 15,885,125 | 15,372,913 |
| (Gain) loss on disposal of tangible capital assets | 223,076 | (8,561,929) |
| Amortization of other assets | 79,650 | 64,521 |
| Contributed tangible capital assets | (1,778,116) | (4,262,043) |
| Changes in non-cash assets and liabilities | 12,578,903 | 6,525,539 |
| Cash provided by operating transactions | 65,443,089 | 64,110,538 |
| Capital transactions | | |
| Proceeds on sale of tangible capital assets | 304,660 | 9,993,064 |
| Cash used to acquire tangible capital assets | (59,414,709) | (62,916,791) |
| Cash applied to capital transactions | (59,110,049) | (52,923,727) |
| Investing transactions | | |
| Proceeds from portfolio investments | 384,668,559 | 317,017,730 |
| Portfolio investments acquired | (387,200,049) | (354,500,000) |
| Cash used by investing transactions | (2,531,490) | (37,482,270) |
| Financing transactions | | |
| Proceeds from debt | - | 28,000,000 |
| Debt repayment | (3,991,870) | (1,727,358) |
| Cash provided by (applied to) financing transactions | (3,991,870) | 26,272,642 |
| Increase (decrease) in cash | (190,320) | (22,817) |
| Cash, beginning of year | 7,182,490 | 7,205,307 |
| Cash, end of year | \$ 6,992,170 | \$ 7,182,490 |

See accompanying notes to consolidated financial statements

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District of North Vancouver
Consolidated Statement of Changes in Net Financial Assets
Year Ended December 31

| | 2016 Budget (Note 16) | 2016 | 2015 |
|--|--------------------------|----------------------|----------------------|
| Annual surplus | \$ 33,772,259 | \$ 38,454,451 | \$ 54,971,536 |
| Contributed tangible capital assets (Note 9(a)) | | (1,778,116) | (4,262,043) |
| Acquisition of tangible capital assets | (53,456,851) | (59,414,709) | (62,916,791) |
| Depreciation of tangible capital assets | | 15,885,125 | 15,372,913 |
| (Gain) loss on disposal of tangible capital assets | | 223,076 | (8,561,929) |
| Proceeds on disposal of tangible capital assets | | 304,660 | 9,993,064 |
| Amortization of other assets | | 79,650 | 64,521 |
| | <u>(53,456,851)</u> | <u>(44,700,314)</u> | <u>(50,310,265)</u> |
| Acquisition of other assets | | (40,357) | (117,903) |
| Acquisition of inventories held for consumption | | (1,022,064) | (934,517) |
| Acquisition of prepaid expenses | | (1,866,719) | (1,262,368) |
| Use of inventories held for consumption | | 934,517 | 978,887 |
| Use of prepaid expenses | | 1,262,368 | 1,071,757 |
| | <u>-</u> | <u>(732,255)</u> | <u>(264,144)</u> |
| Change in net financial assets | <u>\$ (19,684,592)</u> | (6,978,118) | 4,397,128 |
| Net financial assets, beginning of year | | <u>99,331,187</u> | <u>94,934,059</u> |
| Net financial assets, end of year | | <u>\$ 92,353,069</u> | <u>\$ 99,331,187</u> |

See accompanying notes to consolidated financial statements

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District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

1. Significant accounting policies**a) Basis of presentation**

The consolidated financial statements of the District of North Vancouver (the District) are prepared by management in accordance with Canadian generally accepted accounting principles for local governments, as prescribed in the CPA Canada Public Sector Accounting Handbook.

b) Basis of consolidation

The consolidated financial statements reflect the assets, liabilities, revenues, expenses and changes in net financial assets and the financial position of the reporting entity.

The reporting entity is comprised of all organizations that are controlled by the District. The financial statements reflect the consolidation of the District's funds with the financial position and results of operations of the District of North Vancouver Municipal Public Library and the District's proportionate interest in the North Vancouver Recreation and Culture Commission, North Vancouver Museum and Archives Commission, North and West Vancouver Emergency Management Office and North and West Vancouver Recycling Services. Inter-organizational transactions and proportionate balances have been eliminated.

c) Segment disclosures

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information. Consolidated statements report financial activities by major service. Segment disclosures provide information on the District's services delivered by external entities.

d) Revenue recognition

Revenue is recorded on the accrual basis and is recognized when it is earned. Unearned revenue is reported on the statement of financial position as either deferred revenues or deposits and other liabilities. Property tax revenue is recognized on the accrual basis using the approved mill rates and the assessment related to each year.

e) Expense recognition

Expenses are recognized on an accrual basis by the receipt of goods and services or the creation of an obligation to pay.

f) Fund accounting

Funds within the consolidated financial statements consist of operating, capital and reserve funds. Transfers between funds are recorded as adjustments to the appropriate fund balance. All interfund assets and liabilities and financial operations have been eliminated in the consolidated financial statements. The funds consist of the following:

i) Operating fund

These funds include the General, Water and Sewer Operating funds as well as the operating fund of the District of North Vancouver Municipal Public Library and the District's interest in the operating fund of the North Vancouver Recreation and Culture Commission, North Vancouver Museum and Archives Commission, North and West Vancouver Emergency Management Office and North and West Vancouver Recycling Services. They are used to record the operating assets, liabilities, revenues and expenses of the District.

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

1. Significant accounting policies, continued**ii) Reserve fund**

Under the Community Charter of British Columbia, Council may, by bylaw, establish reserve funds for specified purposes. Money in a reserve fund, and interest earned thereon, must be expended only for the purpose for which the fund was established or as is otherwise permitted by the Community Charter.

iii) Capital fund

These funds include the General, Water and Sewer Capital funds as well as the Capital fund of the District of North Vancouver Municipal Public Library. They are used to record the acquisition and construction costs of tangible capital assets and any related debt outstanding.

g) Other taxing jurisdictions

The assets, liabilities, taxation, other revenues and expenses with respect to the operations of other taxing jurisdictions including the provincial school system and the Greater Vancouver Regional District are not reflected in these financial statements.

h) Investments

Investments are recorded at cost plus accrued interest receivable and net of amortized discounts or premiums.

i) Inventories held for resale

Inventories held for resale are valued at the lower of cost or net realizable value. Cost is determined on a weighted average basis.

j) Restricted revenues

Revenues which are restricted by the legislation of senior governments or by agreement with external parties are deferred and reported as restricted revenue. When qualifying expenses are incurred, restricted revenue is recognized as revenue at amounts equal to the qualifying expenses.

k) Deferred revenues

Revenues received in advance of services to be provided are deferred until they are earned by the provision of those services.

l) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations. They include prepaid expenses, inventories held for consumption, tangible capital assets and other assets.

i) Inventories held for consumption

Inventories of supplies held for consumption are recorded at the lower of cost and replacement cost. Cost is determined on a weighted average basis.

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

1. Significant accounting policies, continued**ii) Tangible capital assets**

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of assets. The cost, less residual value, of the tangible capital assets, excluding land, is depreciated on a straight-line basis over their estimated useful lives as follows:

| <u>Asset Category</u> | <u>Useful Lives (Years)</u> |
|--------------------------------------|-----------------------------|
| Land improvements | 5 - 100 |
| Buildings and building improvements | 15 - 40 |
| Vehicles | 3 - 25 |
| Furniture and equipment | 2 - 30 |
| Water and waste water infrastructure | 15 - 100 |
| Road infrastructure | |
| - Base | 75 |
| - Surface | 16 - 80 |
| - Other infrastructure | 12 - 100 |
| Library Collection | 2 - 10 |

Assets under construction are not depreciated until the asset is placed in service.

a) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at their fair market value at the date of receipt and also are recorded as revenue when received.

b) Natural resources

Natural resources that have not been purchased are not recognized as assets in the financial statements.

c) Works of art and historic assets

The District manages and controls various works of art and non-operational historical cultural assets including artifacts, paintings and sculptures located at District sites and public display areas. These assets are not recorded as tangible capital assets and are not depreciated.

d) Leased tangible capital assets

Leases which transfer substantially all the benefits and risks incidental to ownership of property are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

iii) Other assets

Commissions, free rent and lease inducements are deferred and amortized over the first term of the lease agreement, which is typically five years. Any expenses related to a tenant that vacates prior to the end of their lease are written off immediately.

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

1. Significant accounting policies, continued**m) Capitalization of interest**

Interest is capitalized whenever external debt is issued to finance the construction of assets. When internal funds are utilized as an interim measure prior to issuing the authorized debt, interest is capitalized based on a weighted average cost of borrowing.

n) Use of accounting estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management estimates relate to the determination of post-employment benefits, allowance for doubtful accounts receivable, useful lives of tangible capital assets, and provision for contingencies. Actual results could differ from those estimates. Adjustments, if any, will be reflected in the financial statements in the year that the change in estimate is made, as well as in the year of settlement if the amount is different.

o) Contaminated Sites

A liability for contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- i. An environmental standard exists;
- ii. Contamination exceeds the environmental standard;
- iii. The District is directly responsible or accepts responsibility;
- iv. It is expected that future economic benefits will be given up; and
- v. A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance and monitoring that are an integral part of the remediation strategy for a contaminated site.

2. Due from governments

| | 2016 | 2015 |
|--------------------------------|---------------------|---------------------|
| Due from Federal Government | \$ 1,524,266 | \$ 2,775,923 |
| Due from Provincial Government | 499,355 | 1,175,489 |
| Due from Regional Governments | 799,420 | 494,992 |
| | <u>\$ 2,823,041</u> | <u>\$ 4,446,404</u> |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

3. Investments

| | 2016 | 2015 |
|---|-----------------------|-----------------------|
| Investments consist of: | | |
| (average rate of return 2.09% (2014 - 2.31%)) | | |
| Municipal Finance Authority | \$ 417,415 | \$ 414,124 |
| Business Investment Savings Account | 14,024,987 | 15,805,454 |
| Bank and Credit Union notes & deposits | 204,839,084 | 200,530,418 |
| | <u>\$ 219,281,486</u> | <u>\$ 216,749,996</u> |

4. Due to governments

| | 2016 | 2015 |
|------------------------------|----------------------|----------------------|
| Due to Federal Government | \$ 4,639,409 | \$ 4,315,306 |
| Due to Provincial Government | 1,333,975 | 932,250 |
| Due to Regional Governments | 8,121,726 | 5,543,489 |
| | <u>\$ 14,095,110</u> | <u>\$ 10,791,045</u> |

5. Restricted revenues

Restricted revenues are comprised mainly of Development Cost Charges that are collected to pay for the general capital and utility expenses due to development. In accordance with the Community Charter, these funds are deposited into separate accounts. When the related expenses are incurred, the Development Cost charges are then recognized as revenue.

| | 2016 | 2015 |
|--|----------------------|----------------------|
| Development cost charges | | |
| Water | \$ 1,190,304 | \$ 911,421 |
| Sewer | 1,252,724 | 759,750 |
| Drainage | 896,306 | 648,547 |
| Roads | 1,182,547 | 132,297 |
| Parks | 9,532,974 | 8,590,209 |
| | <u>14,054,855</u> | <u>11,042,224</u> |
| Restricted donations and other | 3,218,682 | 3,051,490 |
| Community amenity contribution | 464,097 | 430,416 |
| Developer parkland reserve contributions | 266,337 | 261,217 |
| | <u>\$ 18,003,971</u> | <u>\$ 14,785,347</u> |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

5. Restricted revenues, continued

Development cost charges:

In accordance with section 569 of the Local Government Act 2015 Annual Development Cost Charges include the following, reported for each purpose under section 559 (2) and (3) for which the local government imposes the Development Cost Charges in the applicable year:

- i. The amount of development cost charges received;
- ii. The expenditures from the development cost charge reserve funds;
- iii. The balance in the development cost charge reserve fund at the start and at the end of the applicable year;
- iv. Any waivers and reductions under section 533 (2).

| | Roads | Parks | Water | Sewer | Drainage | Total |
|--|---------------------|------------------|------------------|------------------|----------------|----------------------|
| Balance, Beginning of year | \$ 132,297 | 8,590,209 | 911,421 | 759,750 | 648,547 | \$ 11,042,224 |
| Add: | | | | | | |
| Interest Income | 12,760 | 175,884 | 20,397 | 19,531 | 14,993 | 243,565 |
| Dev Cost Charges collected | 1,479,370 | 926,656 | 1,007,589 | 853,757 | 637,395 | 4,904,767 |
| Deduct: | | | | | | |
| Acquisition of tangible capital assets | 441,880 | 159,775 | 749,103 | 380,314 | 404,629 | 2,135,701 |
| Balance, End of year | <u>\$ 1,182,547</u> | <u>9,532,974</u> | <u>1,190,304</u> | <u>1,252,724</u> | <u>896,306</u> | <u>\$ 14,054,855</u> |

DCC Waivers - None in 2016

6. Deferred revenues

| | 2016 | 2015 |
|--------------------------------------|----------------------|----------------------|
| Prepaid taxes | \$ 16,202,091 | \$ 16,004,518 |
| Contributions for future use | 2,026,201 | 1,444,967 |
| Memberships, fees and other revenues | 5,696,707 | 4,746,720 |
| | <u>\$ 23,924,999</u> | <u>\$ 22,196,205</u> |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

7. Long-term debt

The District finances certain tangible capital acquisitions through the Municipal Finance Authority in accordance with the Community Charter. The District makes payments to sinking funds related to its debt. Sinking fund balances, managed by the Municipal Finance Authority, are netted against related long-term debt.

Debt principal is reported net of sinking fund balances. The District carries no debt for others. The total debt issued and outstanding, net of sinking fund balance as at December 31, 2016 was \$42,658,482 (2015 - \$46,650,352).

Future payments on net outstanding debt over the next five years and thereafter are as follows:

| <u>Year</u> | |
|---------------------------------|-----------------------------|
| 2017 | \$ 4,206,282 |
| 2018 | 4,206,282 |
| 2019 | 3,150,971 |
| 2020 | 3,150,971 |
| 2021 | 3,150,971 |
| Thereafter | <u>48,260,184</u> |
| Principal and interest payments | 66,125,661 |
| Amount representing interest | <u>(23,467,179)</u> |
| Total debt owing | <u><u>\$ 42,658,482</u></u> |

The District paid \$2,218,149 (2015 - \$2,117,153 net of interest capitalized) in interest on long-term debt during the year. Interest rates on long-term debt range from 2.20% to 5.77%.

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

8. Post-employment benefits

As per the terms of the various Collective Agreements and compensation policies, the District provides its employees with sick days and certain employee benefits on termination and retirement. These include service severance pay based on years of service and a full year's vacation entitlement in the year of retirement.

The District uses an actuarial valuation to determine the estimated value of post-employment benefits. The most recent full actuarial valuation was completed as at December 31, 2014 and has been updated to December 31, 2016.

| | 2016 | 2015 |
|-----------------------------|----------------------|----------------------|
| Accrued benefit obligation: | | |
| Balance, beginning of year | \$ 10,018,302 | \$ 9,976,204 |
| Current service cost | 809,906 | 783,072 |
| Interest Cost | 322,035 | 317,402 |
| Benefits paid | (851,274) | (1,004,540) |
| Actuarial (gain) | (195,469) | (53,836) |
| Balance, end of year | <u>\$ 10,103,500</u> | <u>\$ 10,018,302</u> |

Actuarial gains and losses are amortized over 8 - 10 years, being the expected average remaining service period of the related employee group, commencing the year after the gain or loss arises.

| | 2016 | 2015 |
|--|----------------------|---------------------|
| Accrued benefit obligation: | | |
| Liability, end of year | \$ 10,103,500 | \$ 10,018,302 |
| Unamortized actuarial (gain) | (118,461) | (384,998) |
| Other employee benefit liabilities | 85,250 | 119,160 |
| Accrued benefit liability, end of year | <u>\$ 10,070,289</u> | <u>\$ 9,752,464</u> |

The significant actuarial assumptions used in estimating the District's accrued benefit obligation are as follows:

| | 2016 | 2015 |
|---------------------------------|--------------|--------------|
| Discount rate | 3.30% | 3.10% |
| Expected future inflation rates | 2.50% | 2.50% |
| Expected wage increases | 2.58 - 4.63% | 2.58 - 4.63% |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

9. Tangible capital assets

| Cost | Balance at December 31, 2015 | Additions | Disposals | Balance at December 31, 2016 |
|--------------------------------------|---|----------------------|-----------------------|---|
| Land | \$ 145,491,237 | \$ 7,016,419 | (150,864) | \$ 152,356,792 |
| Buildings | 142,552,655 | 2,037,038 | (191,883) | 144,397,810 |
| Furniture, Equipment and vehicles | - | 4,194,691 | (1,372,254) | - |
| Roads | 35,287,721 | 32,639,426 | (2,069,652) | 38,110,158 |
| Water | 181,477,340 | 5,303,096 | (361,552) | 212,047,114 |
| Sewer | 115,708,225 | 586,090 | (129,768) | 120,649,769 |
| Drainage | 64,567,738 | 2,188,648 | (100,758) | 65,024,060 |
| Library Collection | 107,079,905 | 561,064 | (621,388) | 109,167,795 |
| Assets Under Construction | 4,451,278 | 6,666,353 | | 4,390,954 |
| | 64,265,411 | | | 70,931,764 |
| Total | \$ 860,881,510 | \$ 61,192,825 | \$ (4,998,119) | \$ 917,076,216 |

| Accumulated depreciation | Balance at December 31, 2015 | Depreciation for the year | Disposals | Balance at December 31, 2016 |
|--------------------------------------|---|--------------------------------------|-----------------------|---|
| Land | \$ 31,235,863 | \$ 1,884,512 | (148,082) | \$ 32,972,293 |
| Buildings | 65,953,307 | 3,391,973 | (189,468) | 69,155,812 |
| Furniture, Equipment and vehicles | - | 2,405,458 | (1,277,909) | - |
| Roads | 21,538,824 | 4,315,669 | (1,794,750) | 22,666,373 |
| Water | 93,501,068 | 1,306,484 | (348,029) | 96,021,987 |
| Sewer | 25,007,469 | 912,684 | (71,227) | 25,965,924 |
| Drainage | 26,933,009 | 1,256,408 | (100,758) | 27,774,466 |
| Library Collection | 38,738,008 | 411,937 | (540,160) | 39,893,658 |
| Assets Under Construction | 3,225,031 | - | - | 3,096,808 |
| | - | - | - | - |
| Total | \$ 306,132,579 | \$ 15,885,125 | \$ (4,470,383) | \$ 317,547,321 |

| | Net book value, December 31, 2015 | Net book value, December 31, 2016 |
|--------------------------------------|--|--|
| Land | \$ 114,255,374 | \$ 119,384,499 |
| Buildings | 76,599,348 | 75,241,998 |
| Furniture, Equipment and vehicles | - | - |
| Roads | 13,748,897 | 15,443,785 |
| Water | 87,976,272 | 116,025,127 |
| Sewer | 90,700,756 | 94,683,845 |
| Drainage | 37,634,729 | 37,249,594 |
| Library Collection | 68,341,897 | 69,274,137 |
| Assets Under Construction | 1,226,247 | 1,294,146 |
| | 64,265,411 | 70,931,764 |
| Total | \$ 554,748,931 | \$ 599,528,895 |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

9. Tangible capital assets, continued

a) Contributed tangible capital assets

Contributed tangible capital assets have been recognized at fair market value at the date of contribution. The value of contributed assets received during the year is as follows:

| | 2016 | 2015 |
|----------|---------------------|---------------------|
| Land | \$ 475,000 | \$ 2,171,370 |
| Roads | 942,801 | 1,573,235 |
| Water | 59,232 | 199,030 |
| Sewer | 53,221 | 103,525 |
| Drainage | 247,862 | 214,883 |
| | <u>\$ 1,778,116</u> | <u>\$ 4,262,043</u> |

b) Tangible capital assets disclosed at nominal value

Where an estimate of fair value could not be made, the tangible capital asset was recognized at a nominal value. Land is the only category where nominal values were assigned.

c) Write-down of tangible capital assets

The write-down of tangible capital assets during the year was \$nil (2015 - \$nil).

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

10. Accumulated surplus

a) The Operating fund is comprised of the following:

| | 2016 | 2015 |
|--|--------------------|--------------------|
| Operating reserves: | | |
| Working capital | \$ 2,684,294 | \$ 2,734,294 |
| Assessment appeal and property tax | 3,473,000 | 3,183,000 |
| Protective services emergency reserve | 4,108,789 | 2,887,129 |
| Future expenditures | 1,977,966 | 3,813,708 |
| Auto, fire and liability insurance | 950,000 | 2,070,483 |
| Recycling and sanitation stabilization | 858,366 | 3,568,815 |
| Community amenity contributions | 8,566,159 | 3,857,164 |
| Development stabilization reserve | 4,718,835 | 2,000,000 |
| District of North Vancouver Municipal Public Library | 130,020 | 246,650 |
| North Vancouver Recreation & Culture Commission | 60,003 | 73,336 |
| North Vancouver Museum and Archives | 47,614 | (43,627) |
| North Shore Emergency Management Office | 93,883 | 103,920 |
| Total operating reserves | <u>27,668,929</u> | <u>24,494,872</u> |
| Surplus contributed from: | | |
| General municipal operations | 4,924,105 | 4,773,769 |
| Water utility operations | 6,899,624 | 5,638,982 |
| Sewer utility operations | 12,809,583 | 8,214,803 |
| District of North Vancouver Municipal Public Library | 397,519 | 397,523 |
| Total operating surplus | <u>25,030,831</u> | <u>19,025,077</u> |
| Equity in tangible capital assets | <u>556,870,990</u> | <u>535,347,964</u> |

b) The Reserve fund is comprised of the following:

| | | |
|----------------------------|-------------------|-------------------|
| Land opportunity | 3,260,276 | 7,929,814 |
| New capital and innovation | 4,653,336 | 3,963,777 |
| Infrastructure replacement | 21,646,617 | 23,333,673 |
| Local improvement | 3,849,374 | 3,743,031 |
| Equipment replacement | 10,885,645 | 8,886,376 |
| Public art | 394,541 | 293,572 |
| Trails | 140,596 | 137,893 |
| Traffic management | 2,445 | 2,398 |
| Total reserve funds | <u>44,832,830</u> | <u>48,290,534</u> |

c) The Committed Capital fund is comprised of the following:

| | | |
|-------------------------------------|-----------------------|-----------------------|
| Land and improvements | 2,329,458 | 1,271,059 |
| Buildings | 5,911,178 | 2,826,148 |
| Furniture, equipment and vehicle | 8,810,776 | 3,786,061 |
| Roads | 12,030,237 | 9,730,149 |
| Water | 1,240,282 | 2,505,606 |
| Sewer | 1,769,696 | 1,156,582 |
| Drainage | 1,267,203 | 1,382,613 |
| Future major repair and maintenance | 6,706,599 | 6,330,892 |
| Other | 546,772 | 413,773 |
| Total capital funds | <u>40,612,201</u> | <u>29,402,883</u> |
| Accumulated surplus | <u>\$ 695,015,781</u> | <u>\$ 656,561,330</u> |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

11. Taxation

In addition to levying and collecting property tax for municipal purposes, the District is required to levy and collect taxes on behalf of other jurisdictions.

| | 2016 Budget | 2016 Actual | 2015 Actual |
|---|----------------------|----------------------|----------------------|
| Gross taxes levied on property | \$ 158,608,978 | \$ 159,139,606 | \$ 152,906,236 |
| Deduct: | | | |
| Taxes levied and collected on behalf of other jurisdictions | | | |
| Province of B.C. – school taxes | 52,666,525 | 52,659,357 | 50,418,871 |
| Translink | 11,795,286 | 11,793,289 | 11,460,450 |
| B.C. Assessment | 2,133,020 | 2,132,834 | 2,018,775 |
| GVRD | 1,908,349 | 1,908,237 | 1,809,915 |
| Municipal Finance Authority | 7,320 | 7,320 | 6,350 |
| | <u>68,510,500</u> | <u>68,501,037</u> | <u>65,714,361</u> |
| Add: | | | |
| Payment in lieu of taxes | 3,702,400 | 3,753,784 | 3,625,772 |
| Net taxes for municipal purposes | <u>\$ 93,800,878</u> | <u>\$ 94,392,353</u> | <u>\$ 90,817,647</u> |

12. Expenses by object

Expenses by object were comprised of the following:

| | 2016 Budget | 2016 Actual | 2015 Actual |
|-----------------------|-----------------------|-----------------------|-----------------------|
| Salaries and benefits | \$ 77,215,752 | \$ 77,194,993 | \$ 72,983,408 |
| Goods and materials | 4,614,399 | 5,059,946 | 4,967,368 |
| Building and grounds | 11,514,411 | 8,776,580 | 8,208,998 |
| Equipment costs | 2,765,614 | 3,393,310 | 3,657,295 |
| Service costs | 662,129 | 624,081 | 575,579 |
| Administrative costs | 13,779,047 | 10,316,984 | 10,081,161 |
| Contract services | 43,730,373 | 42,750,757 | 41,740,680 |
| Grants | 1,790,408 | 1,786,692 | 1,811,060 |
| Debt interest | 1,990,367 | 1,918,006 | 2,117,153 |
| Depreciation | - | 15,885,125 | 15,372,913 |
| | <u>\$ 158,062,501</u> | <u>\$ 167,706,474</u> | <u>\$ 161,515,615</u> |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

13. Commitments and contingencies**a) Contingent liabilities**

The District, as a member of the Greater Vancouver Regional District, the Greater Vancouver Sewerage and Drainage District and the Greater Vancouver Water District is jointly and severally liable for the net capital liabilities of these Districts. Any liability which may arise as a result will be accounted for in the period in which the required payment is made.

b) Pension liability

The District and its employees contribute to the Municipal Pension Plan, (a jointly trustee pension plan). The Board of Trustees, representing plan members and employers, is responsible for administering the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer defined benefit pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2015, the plan has about 189,000 active members and approximately 85,000 retired members. Active members include approximately 850 contributors from the District.

Every three years an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate is then adjusted to the extent there is amortization of any funding deficit.

The most recent valuation for the Municipal Pension Plan as of December 31, 2015, indicated a \$2,224 million funding deficit for basic pension benefits on a going concern basis. The next valuation will be as at December 31, 2018 with results available in 2019. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

The District paid \$6,432,494 (2015 - \$5,612,498) for employer contributions to the plan in fiscal 2016.

c) Third party claims and property tax appeals

Several claims have been initiated against the District in varying or unspecified amounts. In addition, several property tax appeals have been filed with BC Assessment and are pending at December 31, 2016. Any amounts payable in addition to the accrued amounts, if any, arising from the claims and the appeals will be recorded in the year in which the amount is determinable. Reserves have been established to fund potential additional unfavourable results.

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

13. Commitments and contingencies, continued**d) Insurance**

Effective January 1, 2002, "errors and omissions" insurance coverage for damages resulting from water penetration into buildings inspected by municipal staff is no longer available. Claims presented to the District prior to January 1, 2002 are covered under the insurance policy in effect at the time of the claim. The District's exposure to these claims will not exceed the aggregate of its deductible limit of \$100,000 per occurrence. The District's exposure to any future claims of this nature cannot reasonably be determined at this time. Accordingly, no liability has been recorded in the accounts for those potential future actions. The amount of the loss, if any, arising from these potential claims will be recorded in the year in which the loss is realized.

e) Contractual obligations

The District has entered into an agreement with a facility manager to manage a recreational facility for a period of 5 years commencing September 1, 1998 and renewable at the option of the facility manager for further 5-year terms to August 31, 2048. As part of the agreement the District has committed to the payment of 2,800 hours of facility rental for each year ended August 31st. For the year ended December 31, 2016, the District's liability is estimated at \$592,742. For succeeding years, this amount will be adjusted by any change in the Vancouver average all-in consumer price index for the previous year.

14. Performance deposits

In addition to cash deposits, the District is holding irrevocable Letters of Credit in the amount of \$39,447,487 (2015 - \$17,482,655), which were received from depositors to ensure their performance of works to be undertaken within the District. These amounts are not reflected in these financial statements.

15. Segment disclosures

The District has adopted a basis of segmentation that reflects the different accountability and control relationships between itself and a number of external entities that deliver municipal services on its behalf. The results of operations of the external entities are presented on a 100% basis to disclose the entire cost of providing the service with the District's municipal share shown separately in the narrative.

a) Water and Sewer and Drainage Utilities

The services for the Water and Sewer and Drainage Utilities were established by Bylaws 2279 and 6656 respectively. Utilities are operating self-funding entities based on a fee for service model. The District collected \$46,963,104 (2015 - \$46,180,221) in fees for the provision of water and sanitation services.

b) District of North Vancouver Municipal Public Library

The District of North Vancouver Municipal Public Library (Library) was established under the Library Act of British Columbia in 1963. The Library is governed by a Board of Trustees appointed by Council. The Library operation is entirely funded by the District of North Vancouver. In 2016, the District's contribution to library services was \$5,713,134 (2015 - \$5,742,324).

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

c) North Vancouver Recreation & Culture Commission

The North Vancouver Recreation & Culture Commission (NVRC) was established under an agreement between the District and the City of North Vancouver in 1970. The agreement was approved as Bylaw 4044 which enacts the structure of the NVRC. The NVRC operation is funded by both municipalities based on an allocation formula which approximates facility usage by the residents. In 2016, the District's net contribution to recreation was \$8,921,319 (2015 - \$8,440,378).

d) North Vancouver Museum and Archives Commission

The North Vancouver Museum and Archives Commission (M & A) was established by agreement between the District and City of North Vancouver in 1995. The agreement created a joint civic properties commission to serve as a custodian of both municipalities' cultural, archival and museum collection. The M & A operation is funded equally by both municipalities. In 2016, the District's net contribution to museum and archive services was \$524,325 (2015 - \$522,194).

e) North and West Vancouver Emergency Program

The North and West Vancouver Emergency Program, commonly known as the North Shore Emergency Management (NSEM), was established under the Emergency Program Act in 1988. The agreement between the Districts of North Vancouver and West Vancouver and the City of North Vancouver was approved as Bylaw 6093. The NSEM is funded by all three municipalities in proportion to their population as determined by census. In 2016, the District's net contribution to emergency preparedness was \$414,661 (2015 - \$406,823).

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

Statement of Segmented Operations:

| | Revenues | Expenses | | | | Annual Surplus (Deficit) |
|---------------------|-----------------------|------------------------|----------------------|----------------------|-----------------------|--------------------------------|
| | | Salaries & Benefits | Other Expenses | Depreciation | Total | |
| Municipal Operation | \$ 144,561,145 | \$ 55,971,806 | \$ 51,889,427 | \$ 11,781,403 | 119,642,636 | \$ 24,918,509 |
| Utilities | 47,285,029 | 5,409,603 | 28,065,220 | 3,557,328 | 37,032,151 | 10,252,878 |
| Library | 6,221,341 | 4,385,463 | 1,154,118 | 541,010 | 6,080,591 | 140,750 |
| NVRC | 25,510,739 | 18,607,475 | 6,044,239 | - | 24,651,714 | 859,025 |
| M & A | 1,163,422 | 705,649 | 432,192 | - | 1,137,841 | 25,581 |
| NSEM | 901,877 | 614,199 | 328,003 | 11,170 | 953,372 | (51,495) |
| Recycling | 525,829 | 409,246 | 116,583 | - | 525,829 | - |
| Eliminations | (20,008,457) | (7,095,399) | (15,216,475) | (5,786) | (22,317,660) | 2,309,203 |
| 2016 | <u>\$ 206,160,925</u> | <u>\$ 79,008,042</u> | <u>\$ 72,813,307</u> | <u>\$ 15,885,125</u> | <u>\$ 167,706,474</u> | <u>\$ 38,454,451</u> |
| 2015 | <u>\$ 216,487,151</u> | <u>\$ 72,983,408</u> | <u>\$ 73,159,294</u> | <u>\$ 15,372,913</u> | <u>\$ 161,515,615</u> | <u>\$ 54,971,536</u> |

District of North Vancouver
Notes to Consolidated Financial Statements
December 31, 2016

16. Budget figures



The operating and capital budget figures, presented on a basis consistent with that used for actual results, were approved by Council as the 2016 - 2020 Financial Plan Approval Bylaw No. 8176. Depreciation was not included on development of the budget and, as such, has not been included. The chart below reconciles the approved budget to the budget figures reported in these financial statements.

| | Budget |
|--|-----------------------------|
| Revenues | |
| Operating budget | \$ 229,623,177 |
| Capital budget | 6,540,885 |
| Proceeds from debt | - |
| Total revenue per approved budget | <u>236,164,062</u> |
| Less: | |
| Transfers from other funds | (44,245,692) |
| Development cost charges funding not recognized current year | - |
| Inter-agency eliminations | (83,610) |
| Proceeds from debt | - |
| Total revenues, as reported | <u>191,834,760</u> |
| Expenses | |
| Operating budget | 173,454,730 |
| Capital budget | <u>62,709,332</u> |
| Total expenses per approved budget | 236,164,062 |
| Less: | |
| Transfers to other funds | (21,204,824) |
| Inter-agency eliminations | (163,002) |
| Capital expenses, including major repair and maintenance | (62,709,332) |
| Debt principal repayment | (3,276,884) |
| Operating repair and maintenance funded as capital expenses | <u>9,252,481</u> |
| Total expenses as reported | <u>158,062,501</u> |
| Annual surplus, per Consolidated Statement of Operations | <u><u>\$ 33,772,259</u></u> |

Council approved an amended budget Bylaw 8201 on November 21, 2016 which increased approved funding for various capital projects funded from reserves and surplus in the amount of \$8,299,800.

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 |  Municipal Manager |
|------------------|--|--|

The Corporation of the District of North Vancouver

REPORT TO COUNCIL

May 8, 2017
File: 05.1760

AUTHOR: Andy Wardell, Acting General Manager, Finance & Technology & CFO

SUBJECT: Filing under the Financial Information Act – 2016 Statement of Financial Information (SOFI)

RECOMMENDATION:

"THAT the 2016 Statement of Financial Information (SOFI) of the District of North Vancouver be approved"

REASON FOR REPORT:

THAT the 2016 Statement of Financial Information (SOFI) of the District of North Vancouver be approved as per the recommendation of the Finance and Audit Standing Committee.

The report submitted to the Finance and Audit Standing Committee has been included for your information.

Respectfully Submitted,



Andy Wardell, Acting General Manager, Finance & Technology & CFO

REVIEWED WITH:

- ☐ Communications
- ☐ Env. Protection
- ☐ Human Resources
- ☐ Eng. Public Works
- ☐ Eng. Admin.
- ☐ Eng. Parks

REVIEWED WITH:

- ☐ Finance
- ☐ Fire Services
- ☐ Legislative Services
- ☐ Land
- ☐ Permits & Licenses
- ☐ Planning
- ☐ Social Planning

REVIEWED WITH:

- External Agencies:
- ☐ Recreation Commission
 - ☐ Library Board
 - ☐ Health Dept.
 - ☐ RCMP
 - ☐ Other: _____

REVIEWED WITH:

- Advisory Committees:
- ☐ _____
 - ☐ _____
 - ☐ _____

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| AGENDA INFORMATION | |
|---|-------------|
| <input type="checkbox"/> Committee of the Whole | Date: _____ |
| <input type="checkbox"/> Finance & Audit | Date: _____ |
| <input type="checkbox"/> Advisory Oversight | Date: _____ |
| <input type="checkbox"/> Other: | Date: _____ |

| | | |
|---------------------------|--------------------------|--------------|
| _____ Dept. Manager | _____ GM/ Director | _____ CAO |
|---------------------------|--------------------------|--------------|

The District of North Vancouver REPORT TO COMMITTEE

April 12, 2017

File:

AUTHOR: Andy Wardell, Acting General Manager, Finance & Technology & CFO

SUBJECT: Filing under the Financial Information Act - 2016 Statement of Financial Information (SOFI)

RECOMMENDATION:

THAT the Finance and Audit Standing Committee recommend to Council

"THAT the 2016 Statement of Financial Information (SOFI) of the District of North Vancouver be approved"

REASON FOR REPORT:

The Financial Information Act requires every local government in British Columbia to submit a SOFI to the Ministry of Community, Sport and Cultural Development by June 30th of each year. Under the Financial Information Regulations of SOFI, Municipal Councils must approve the financial information submitted to the Ministry.

Attached and recommended for Council approval is the following information:

- a) List of remuneration and expenses paid to or on behalf of elected officials
- b) List of remuneration in excess of \$75,000 and expenses paid to or on behalf of those employees
- c) Consolidated total of all remuneration paid to all employees reconciled to the financial statements
- d) List of the total amount paid to each supplier of goods and services during the fiscal year in excess of \$25,000 plus consolidated total of all payments made to suppliers for goods and services during the fiscal year
- e) List of grants and contributions paid during the year in excess of \$25,000
- f) Consolidated total of all payments, grants and contributions paid during the year in excess of \$25,000 reconciled to the financial statements
- g) Other statements as required by regulations.

ANALYSIS:

In response to recurring media requests for information on local government remuneration, focusing on select large payments, we are continuing to report using the Metro Vancouver enhanced format that isolates base salaries from all other salary types.

“Other” includes retroactive pay, overtime, taxable benefits and all other forms of remuneration that are not considered part of an employee’s base salary.

Staff Remuneration Greater than \$75,000

For staff earning greater than \$75,000, remuneration totalled \$34.4 million, an increase of approximately \$4.0 million over last year, attributable in large part to retroactive pay for fire and step increases.

The increase can be attributed to the following:

| | |
|---|---------------------|
| Fire retro pay for prior years (2012 - 2015) & step increases | \$ 2,779,844 * |
| Fire 2016 contract wage increments/promotions | 1,360,388 |
| New hires, net of retirement | (308,537) |
| Other | 176,848 |
| | <u>\$ 4,008,543</u> |

* Total retroactive pay for 133 firefighters - \$2,754,843

For 2016, 302 positions earned greater than \$75,000 (no change from 2015).

The District work force is turning over. New hires in 2016 total 32 while 32 retirements occurred.

The \$75,000 threshold came into effect in September 2002. Inflation adjusted, using Core CPI, the threshold would be \$95,600 and 208 positions would be higher than the threshold.

Payments to Suppliers Greater than \$25,000

Payments to suppliers greater than \$25,000 totalled \$208.1 million (\$14.7 million higher than 2015). These resources were disbursed to 274 suppliers (2015 – 273).

The major reasons for the year over year increase in payments to suppliers relates to the greater level of activity associated with development and renewal of community assets including the new Delbrook Community Recreation Centre \$6 million, land acquisitions \$4 million, Keith Road Bridge \$2 million, school taxes \$1.6 million. The balance is attributable to the timing of payments between fiscal years.

SUBJECT: Filing under the Financial Information Act - 2016 Statement of Financial Information (SOFI)

April 12, 2017

Page 3

Respectfully Submitted,

Andy Wardell
Acting General Manager, Finance & Technology & CFO

| 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: _____ |

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**THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
STATEMENT OF FINANCIAL INFORMATION
AS AT DECEMBER 31, 2016**

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 1 to 4
AS AT DECEMBER 31, 2016

Per attached draft audited financial statements

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 6(2)(a)
AS AT DECEMBER 31, 2016

Schedule of Remuneration and Expenses - Elected Officials

| | | Remuneration* | Expenses |
|----------------------|------------|----------------------|------------------|
| Bassam, Roger | COUNCILLOR | 43,233 | 1,038 |
| Bond, Mathew | COUNCILLOR | 42,209 | 3,834 |
| Hanson, James A. | COUNCILLOR | 43,233 | 3,237 |
| Hicks, Robin D. | COUNCILLOR | 42,209 | 3,986 |
| MacKay-Dunn, Doug | COUNCILLOR | 42,987 | 1,066 |
| Muri, Lisa A. | COUNCILLOR | 41,934 | 95 |
| Walton, Richard S.B. | MAYOR | 100,677 | 11,446 |
| Total | | \$ 356,482 | \$ 24,702 |

*Remuneration includes non-taxable allowance of 1/3 of total

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|----------------------------|---|-------------|-----------|-----------------------|
| Adamson, Thomas | F | \$ 94,004 | \$ 29,707 | \$ 123,711 |
| Alexander, Chris Scott | | 113,058 | 9,330 | 122,388 |
| Allan, Darron | F | 98,907 | 29,725 | 128,632 |
| Andrews, Michael | | 104,025 | 7,050 | 111,075 |
| Arbeider, Gary M | | 86,341 | 3,275 | 89,615 |
| Armitage, Monika | | 76,616 | 2,390 | 79,005 |
| Ayin, Suzanne | | 99,740 | 38,890 | 138,629 |
| Bahari, Rod | F | 93,888 | 31,080 | 124,968 |
| Ballard, Raymond | F | 96,702 | 30,862 | 127,564 |
| Barabash, Brock | F | 93,501 | 28,922 | 122,423 |
| Barberis, Evan | | 79,293 | 1,688 | 80,981 |
| Beckett, Douglas George M. | F | 114,669 | 32,295 | 146,964 |
| Behzadi, Pooya | | 75,431 | 1,945 | 77,376 |
| Bennett, Chris | F | 91,136 | 25,496 | 116,632 |
| Bertrand, Gerry | | 80,403 | 5,583 | 85,986 |
| Bittel, Rebecca Ann | | 84,024 | 0 | 84,024 |
| Bittel, Rita | | 125,073 | 2,113 | 127,186 |
| Blackett, Damon | F | 84,766 | 20,996 | 105,762 |
| Blackett, Dax | F | 92,975 | 25,743 | 118,718 |
| Blackmon, Michael | | 70,845 | 33,594 | 104,440 |
| Bledsoe, Christopher M. | F | 91,219 | 34,056 | 125,274 |
| Boase, Richard James | | 110,974 | 5,460 | 116,434 |
| Bolton, Ian | F | 94,337 | 45,578 | 139,915 |
| Boniface, Rod | F | 91,214 | 30,438 | 121,652 |
| Bonneville, James Guy | F | 125,217 | 3,807 | 129,024 |
| Bradshaw, Shawn | | 57,758 | 22,578 | 80,336 |
| Bratina, Jeanine | | 63,624 | 50,491 | 114,115 |
| Breakey, Charles Conrad | F | 69,618 | 25,287 | 94,905 |
| Brick, Linda Juul | | 93,249 | 6,302 | 99,551 |
| Bridger, Stephen | | 118,050 | 3,013 | 121,063 |
| Browne, Jeffrey | | 102,224 | 2,796 | 105,019 |
| Bryans, David Anthony John | | 81,947 | 5,885 | 87,832 |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|--------------------------|---|-------------|---------|-----------------------|
| Burdett, Kyle | F | 91,223 | 32,611 | 123,835 |
| Butler, Kevin | F | 114,406 | 28,042 | 142,448 |
| Bydwell, Brian Anthony | | 129,994 | 52,333 | 182,327 |
| Byrom, Christopher | F | 97,946 | 27,893 | 125,839 |
| Cadwell, Shane | F | 98,493 | 29,523 | 128,016 |
| Cairns, Michael Douglas | F | 77,425 | 1,980 | 79,405 |
| Cappellini, Dennis | F | 93,952 | 29,649 | 123,601 |
| Carlisle, Neil | | 48,854 | 80,527 | 129,381 |
| Carmichael, Randy Don | F | 113,517 | 33,849 | 147,366 |
| Carmichael, Trevor | | 59,395 | 16,657 | 76,053 |
| Carnaby, Anthony | F | 97,299 | 27,250 | 124,549 |
| Carnie, Glenford | F | 94,177 | 31,309 | 125,486 |
| Carroll, Shaun | | 136,819 | 7,142 | 143,961 |
| Chapman, Philip Thomas | | 50,246 | 39,496 | 89,742 |
| Chevallier, Nicola | | 125,573 | 3,013 | 128,586 |
| Chiesa, Fabio | F | 114,509 | 29,646 | 144,155 |
| Chilton, Rory | | 83,533 | 2,544 | 86,077 |
| Cifarelli, Daniel | | 77,101 | 3,289 | 80,390 |
| Ciolfi, Matthew | F | 91,272 | 41,394 | 132,666 |
| Clarke, Michael | | 84,924 | 11,779 | 96,703 |
| Corcoran, Donna | | 50,183 | 79,717 | 129,901 |
| Counihan, Brian | | 107,855 | 1,041 | 108,895 |
| Crombie, Mary Charlotte | | 125,073 | 2,113 | 127,187 |
| Dal Santo, Sarah | | 113,763 | 1,106 | 114,869 |
| Dales, David | F | 96,302 | 32,571 | 128,873 |
| Danyluk, Richard B. | | 137,534 | 7,249 | 144,783 |
| Dapavo, Steven M. | F | 112,739 | 35,303 | 148,042 |
| Davidson, Graham Stewart | | 76,773 | 1,487 | 78,260 |
| Davies, Ian I.D. | | 76,752 | 2,917 | 79,669 |
| Davis, Lawrence | | 125,073 | 3,398 | 128,471 |
| Dear, Mark | F | 93,760 | 35,861 | 129,622 |

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FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|------------------------|---|-------------|---------|--------------------|
| Derban,Dwayne | F | 112,522 | 33,274 | 145,796 |
| Dercole,Fiona | | 103,389 | 3,601 | 106,990 |
| DeRoy,Jason P. | F | 126,083 | 19,458 | 145,541 |
| DesLauriers,Paul | F | 92,052 | 27,545 | 119,597 |
| Desrochers,David | | 137,534 | 5,349 | 142,883 |
| Deutscher,Darcy | F | 89,956 | 33,454 | 123,410 |
| Deveaux,Nicole | | 76,642 | 5,564 | 82,207 |
| Dickie,Craig | F | 93,428 | 37,003 | 130,431 |
| Dickson,Matthew Paul | F | 114,527 | 37,937 | 152,464 |
| Dohmeier,Richard | | 84,979 | 3,411 | 88,390 |
| Drugge,Carolyn | | 103,389 | 2,641 | 106,030 |
| Durnin,Andrew | | 104,544 | 7,603 | 112,148 |
| Dwyer,Brett | | 138,126 | 7,149 | 145,275 |
| Eberts,Michael | F | 72,988 | 18,197 | 91,185 |
| Edmonds,Trevor | F | 94,601 | 37,416 | 132,016 |
| Escudero,Manuel | | 80,485 | 8,521 | 89,006 |
| Ewart,Jared | F | 88,350 | 26,430 | 114,780 |
| Exley,Jonathan G. | | 79,529 | 274 | 79,804 |
| Falso,Danny | F | 96,878 | 27,182 | 124,060 |
| Ferguson,Scott | F | 96,561 | 31,193 | 127,754 |
| Feters,Raffi | F | 102,840 | 21,442 | 124,281 |
| Fitzpatrick,Michael A. | | 71,656 | 7,649 | 79,305 |
| Fletcher,Glen | | 81,219 | 8,380 | 89,599 |
| Flynn,Thomas | | 76,590 | 1,756 | 78,346 |
| Fong,Kent | | 113,763 | 2,906 | 116,669 |
| Foston,Michael | F | 90,608 | 25,516 | 116,123 |
| Foy,John | | 59,846 | 54,992 | 114,839 |
| Franco,David Joachim | F | 90,982 | 76,573 | 167,555 |
| Frisk,Michael Robert | | 76,516 | 8,394 | 84,909 |
| Frizzell,Scott | F | 86,979 | 26,253 | 113,232 |
| Furrer,Frederik Jozef | | 77,440 | 15,872 | 93,311 |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|--------------------------------|---|-------------|---------|-----------------------|
| Gaudette,Bradley | F | 94,375 | 42,301 | 136,676 |
| Geddes,Erica | | 87,723 | 0 | 87,723 |
| Gerela,Ted | F | 112,893 | 30,569 | 143,462 |
| Giannone, Frank | | 61,609 | 14,227 | 75,836 |
| Gill,Jaskaran | | 112,554 | 1,109 | 113,663 |
| Girard,Carolyn | | 90,017 | 984 | 91,001 |
| Gonev,Christopher G | | 113,763 | 9,326 | 123,089 |
| Gordon,James | | 137,534 | 6,981 | 144,515 |
| Gosling,Blair | F | 93,888 | 36,733 | 130,621 |
| Gowans,Tracy | | 90,558 | 4,188 | 94,746 |
| Gowans,W. Keiller | | 86,341 | 5,943 | 92,284 |
| Granander,John | F | 93,897 | 34,526 | 128,422 |
| Grant,Charlene Marie B. | | 192,003 | 11,487 | 203,490 |
| Guppy,Tamsin Wendy Frances Sue | | 93,985 | 7,198 | 101,183 |
| Gwozd,Dale Gerrard | | 90,545 | 3,426 | 93,971 |
| Haggard,Steve | | 103,389 | 2,641 | 106,030 |
| Haig,Andrew W. | F | 91,267 | 27,812 | 119,079 |
| Haines,Matthew | F | 93,806 | 34,442 | 128,248 |
| Hamilton, Jonathan Corey | F | 78,812 | 17,898 | 96,709 |
| Hann,Mike | | 61,022 | 17,666 | 78,688 |
| Harris,Brian | F | 91,116 | 33,710 | 124,826 |
| Hartford,Michael A. | | 105,038 | 1,598 | 106,636 |
| Haugen,Cynthia | | 79,415 | 959 | 80,374 |
| Hibbard,David Robert | | 114,550 | 9,126 | 123,676 |
| Hicks,Gillian Abigail | F | 93,948 | 38,979 | 132,928 |
| Hightower,John Weldon | | 80,981 | 34,293 | 115,275 |
| Horsfield,David C. | | 75,483 | 1,397 | 76,880 |
| Horsfield,Wesley | | 64,893 | 13,479 | 78,372 |
| Horton,Louise | | 79,268 | 2,517 | 81,785 |
| Hotzak,Steven | F | 88,720 | 23,528 | 112,248 |
| Hoverd,Aaron | F | 91,120 | 29,298 | 120,418 |

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Statement of Financial Information
FIR Schedule 1, Section 6(2)(b) & (c)
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Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|-----------------------------|---|-------------|---------|--------------------|
| Hudda-Musani, Femida | | 69,089 | 22,135 | 91,225 |
| Hummel, Robert Peter | | 79,388 | 1,496 | 80,885 |
| Humphries, Matthew Thomas | F | 114,576 | 30,029 | 144,605 |
| Hunter, Randy Michael | | 66,948 | 10,802 | 77,751 |
| Hutchinson, Brian | F | 121,151 | 5,010 | 126,161 |
| Ingimundson, Brad | F | 93,966 | 27,369 | 121,335 |
| Iorio, Elio | | 125,265 | 3,013 | 128,279 |
| Iten, David | F | 81,228 | 17,702 | 98,930 |
| Jensen, Lennart | | 137,534 | 7,149 | 144,683 |
| Jivraj, Rozmeena | | 125,073 | 3,013 | 128,086 |
| Johnson, David | F | 98,112 | 26,269 | 124,381 |
| Johnston, Curtis | | 76,616 | 4,620 | 81,236 |
| Johnstone, Ronald | F | 92,392 | 32,465 | 124,857 |
| Joyce, Gavin Michael | | 191,265 | 30,591 | 221,857 |
| Karimabadi, Al | | 114,113 | 2,738 | 116,851 |
| Keks, Christopher | F | 92,009 | 25,157 | 117,166 |
| Kennedy, Wayne Hugh | F | 139,863 | 13,511 | 153,374 |
| Kerr, Ronald Bruce | | 75,236 | 19,674 | 94,910 |
| Khan, Andrew | | 73,473 | 22,994 | 96,468 |
| Koenig, Ryan | F | 93,458 | 27,717 | 121,175 |
| Kramer, Gunter | F | 103,987 | 29,456 | 133,443 |
| Kriel, Marque | F | 93,978 | 29,110 | 123,088 |
| Kriston, Elizabeth Margaret | | 75,771 | 2,065 | 77,837 |
| Kyle, John Stewart | | 62,291 | 15,403 | 77,694 |
| Laforet, Chad | F | 110,736 | 30,601 | 141,337 |
| Lam, Annie | | 76,112 | 1,861 | 77,974 |
| Langley, Michael | F | 83,707 | 28,094 | 111,800 |
| Larsen, Kathleen Janet | | 86,341 | 1,153 | 87,494 |
| LaSalle-Lowe, Adrian | F | 93,990 | 29,941 | 123,931 |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|---------------------------|---|--------------------|----------------|-------------------------------|
| Lascu, Lance | F | 94,026 | 26,074 | 120,101 |
| Law, Duncan | F | 91,233 | 27,563 | 118,796 |
| Law, Ian | | 76,112 | 2,775 | 78,888 |
| Lazarski, Marty | F | 88,625 | 26,594 | 115,218 |
| Leamont, Todd | | 83,165 | 1,328 | 84,493 |
| Leavold, Brian Russell | F | 108,467 | 30,509 | 138,976 |
| Letchford, Natasha | | 88,170 | 2,156 | 90,326 |
| Letford, Ian | | 76,440 | 6,437 | 82,877 |
| Little, Christopher Brett | F | 113,633 | 34,098 | 147,731 |
| Lu, Vincent | | 102,366 | 4,901 | 107,267 |
| Lucks, Shaun Vincent | F | 108,769 | 30,285 | 139,054 |
| Lyren, Stig | | 85,797 | 0 | 85,797 |
| Mah, Gary B. | | 79,388 | 1,766 | 81,154 |
| Malcolm, Ryan Paul | | 138,338 | 7,149 | 145,487 |
| Malcolm, Scott | F | 81,125 | 17,054 | 98,179 |
| Marut, Alicia | | 73,091 | 1,963 | 75,055 |
| Maskall, Wayne M | | 97,713 | 8,467 | 106,180 |
| Mason, Dorit | | 137,534 | 7,537 | 145,071 |
| Mason, Lucia G | | 82,692 | 6,166 | 88,858 |
| Massie, Colin F. | | 59,406 | 29,789 | 89,195 |
| Mastandrea, Bert | | 62,328 | 40,894 | 103,222 |
| Mattarollo, Paolo | F | 93,937 | 31,076 | 125,013 |
| Mauboules, Annie | | 98,606 | 3,601 | 102,207 |
| Maurer, Brett | F | 67,486 | 28,150 | 95,636 |
| Mayer, Jeff | F | 94,092 | 28,992 | 123,084 |
| McCarthy, Trisha | | 84,136 | 1,745 | 85,881 |
| McKay, Sean Blair | F | 91,033 | 25,821 | 116,854 |
| McLean, Shane | F | 98,125 | 18,847 | 116,972 |
| McMurray, Ryan | F | 94,206 | 36,584 | 130,790 |
| Meslo, Brian | | 41,567 | 55,064 | 96,631 |
| Milburn, Daniel | | 166,431 | 8,142 | 174,573 |
| Milek, Alexander Chester | | 94,809 | 455 | 95,265 |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
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FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|--------------------------|---|--------------------|----------------|-------------------------------|
| Miller, William Todd | F | 100,089 | 27,881 | 127,971 |
| Mills, Timothy Michael | F | 114,628 | 30,819 | 145,447 |
| Montecalvo, Tony | | 59,544 | 41,908 | 101,452 |
| Moreau, John | | 98,630 | 2,597 | 101,227 |
| Morgan, Trevor James | F | 114,503 | 32,692 | 147,195 |
| Munro, Thomas Edward | F | 40,083 | 80,661 | 120,743 |
| Murray, Blair Alexander | F | 110,951 | 30,617 | 141,569 |
| Nassichuk, Erika M. | | 86,301 | 2,374 | 88,676 |
| Nedergard, Gary U. | | 113,763 | 5,094 | 118,857 |
| Nejedly, Corinne | | 75,138 | 1,994 | 77,132 |
| Nevill, Ralph | | 71,677 | 5,001 | 76,678 |
| Nguyen, Lee | | 74,950 | 1,607 | 76,558 |
| Nikas, Danny | F | 109,415 | 27,772 | 137,187 |
| Nobbs, Lee V.F. | F | 114,570 | 31,400 | 145,970 |
| Nordman, Derek | F | 91,030 | 29,273 | 120,303 |
| O'Malley, Kathleen | | 45,544 | 46,434 | 91,978 |
| Ono, Steve | | 154,109 | 7,303 | 161,412 |
| Osato, David | F | 88,516 | 24,593 | 113,109 |
| Ovington, Chris | F | 91,126 | 26,499 | 117,625 |
| Pakulak, Paul Anthony | | 100,048 | 5,833 | 105,881 |
| Palmer, Derek | | 79,167 | 22,540 | 101,707 |
| Pante, Mario | F | 93,964 | 36,647 | 130,612 |
| Parr, Richard | | 144,437 | 7,506 | 151,943 |
| Pasko, David | | 81,024 | 9,056 | 90,079 |
| Paton, Jennifer Lynn | | 127,540 | 3,034 | 130,574 |
| Pavlovic, Ivan | | 81,549 | 1,679 | 83,228 |
| Penman, Carla Lorraine | F | 114,665 | 30,183 | 144,848 |
| Penman, Victor | F | 175,208 | 12,934 | 188,142 |
| Peters, Casey | | 90,170 | 1,781 | 91,951 |
| Postle, Gordon Robert | | 86,341 | 1,519 | 87,860 |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 6(2)(b) & (c)
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Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|-------------------------|---|-------------|---------|-----------------------|
| Pryce,Robert | F | 91,178 | 26,632 | 117,810 |
| Reed,Tyler | F | 70,887 | 15,274 | 86,160 |
| Ridley,Scott | | 81,244 | 5,974 | 87,218 |
| Roberts,Alan Edward | F | 114,637 | 37,750 | 152,387 |
| Roberts,Gregory Alan | F | 114,630 | 35,570 | 150,199 |
| Roberts,John David | F | 94,013 | 31,695 | 125,709 |
| Roberts,Mike | F | 94,008 | 29,570 | 123,578 |
| Robinson,Andrew | | 71,110 | 12,871 | 83,981 |
| Rogers,Cindy | | 82,389 | 47,695 | 130,084 |
| Rogers,Susan | | 137,534 | 7,942 | 145,476 |
| Ronaghan,Clay L. | | 74,485 | 1,480 | 75,965 |
| Rooney,Sean | | 108,482 | 1,955 | 110,436 |
| Rose,Douglas | | 113,763 | 9,158 | 122,921 |
| Rucci,Cristina | | 93,985 | 1,876 | 95,861 |
| Ryder,Janine | | 87,274 | 1,752 | 89,026 |
| Saely,Matthew | F | 91,209 | 28,017 | 119,225 |
| Samaridis,Dimitri | | 88,746 | 1,745 | 90,491 |
| SamudaPoitras,Monica | | 103,389 | 2,809 | 106,198 |
| Sanford,Shane W | | 69,769 | 9,257 | 79,026 |
| Schmaler,Oliver | F | 94,050 | 26,275 | 120,324 |
| Schofield,Mathew | | 114,429 | 10,864 | 125,293 |
| Senior,Michael | | 137,534 | 7,149 | 144,683 |
| Shad,Ben | | 113,973 | 4,573 | 118,546 |
| Shepherd,Brent | F | 89,167 | 32,639 | 121,807 |
| Shulman,Jon | | 79,918 | 1,233 | 81,150 |
| Simkin,Louise | | 74,958 | 2,558 | 77,515 |
| Slee,Graeme Christopher | F | 111,485 | 31,180 | 142,665 |
| Smele,Rodney | | 71,260 | 43,405 | 114,665 |
| Smith,Adam Philip | F | 69,169 | 24,849 | 94,018 |
| Smith,Grant James | F | 114,619 | 30,972 | 145,591 |
| Smith,Kenneth Peter | | 26,751 | 56,302 | 83,053 |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|---------------------------|---|-------------|---------|-----------------------|
| Snelling,Bradley | | 88,177 | 1,325 | 89,502 |
| Sobolewski,Mark Henry | F | 110,050 | 31,929 | 141,979 |
| Soltan,Jan | | 69,784 | 16,615 | 86,399 |
| Steacy,Brent W. | F | 114,674 | 34,976 | 149,650 |
| Stevenson,Craig W. | F | 91,223 | 24,724 | 115,947 |
| Stewart,Alan | | 79,991 | 1,539 | 81,530 |
| Stewart,Ryan | F | 93,835 | 29,859 | 123,694 |
| Stokes,James R. | | 74,287 | 6,290 | 80,577 |
| Stuart,David Charles | | 262,236 | 15,812 | 278,048 |
| Suder,Krzysztof | | 75,484 | 2,440 | 77,925 |
| Sutherland,Doug | F | 105,140 | 27,260 | 132,400 |
| Svendsen,Ryan | F | 94,397 | 34,672 | 129,069 |
| Swant,Robert Sydney | F | 41,262 | 103,715 | 144,977 |
| Tarr,Sean Fraser | F | 92,057 | 34,227 | 126,284 |
| Taylor,Gus | F | 93,441 | 26,157 | 119,598 |
| Taylor,Ross Eric | | 57,837 | 49,412 | 107,249 |
| Taylor,Theran | | 62,878 | 14,339 | 77,218 |
| te Boekhorst,Michael | | 79,075 | 2,008 | 81,083 |
| Thom,Jeremy | | 59,987 | 15,819 | 75,805 |
| Thompson,James | F | 91,170 | 28,943 | 120,112 |
| Thompson,Tyler | | 101,789 | 3,757 | 105,546 |
| Thomson,Janice Marjorie | | 76,773 | 938 | 77,711 |
| To,Alice | | 90,558 | 2,520 | 93,078 |
| Toland,Michael | | 98,226 | 8,488 | 106,714 |
| Tucker,Mary-Lee | | 83,666 | 962 | 84,628 |
| Tukutau,Mumui | | 69,870 | 43,077 | 112,947 |
| Turenne,Brandon | | 81,638 | 14,579 | 96,217 |
| Urie,Colin | F | 80,045 | 4,756 | 84,800 |
| Van Duynhoven,Christopher | F | 91,306 | 28,356 | 119,662 |
| van Eck,Renee | | 103,389 | 2,809 | 106,198 |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
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FIR Schedule 1, Section 6(2)(b) & (c)
AS AT DECEMBER 31, 2016

Schedule of remuneration and expenses - Employees

| Employee Name | | Base Salary | Other * | Total Remuneration |
|--------------------------|---|-------------|---------|--------------------|
| Walker,Carol | | 113,763 | 2,006 | 115,769 |
| Walker,Nathan | F | 105,133 | 26,861 | 131,995 |
| Walker,Saira | | 97,518 | 4,997 | 102,514 |
| Wardell,Andrew | | 161,551 | 7,353 | 168,904 |
| Warner,Walter | F | 110,435 | 31,568 | 142,003 |
| Weatherstone,Howard | F | 103,129 | 24,217 | 127,345 |
| Weber,Christopher | | 67,475 | 25,262 | 92,737 |
| Weinberger,Michael | | 86,579 | 5,892 | 92,471 |
| Weisenbach,Ingrid | | 92,352 | 4,290 | 96,642 |
| Welman,Mairi | | 137,534 | 2,229 | 139,763 |
| Wergeland,Chris | F | 111,791 | 32,242 | 144,033 |
| Whitworth,Christopher M. | F | 80,153 | 62,116 | 142,270 |
| Wiebe,Rodney | F | 93,955 | 25,793 | 119,749 |
| Wightman,Brad | F | 91,154 | 27,542 | 118,696 |
| Wilhelm,Erik | | 86,277 | 1,736 | 88,013 |
| Wilson,Benjamin | F | 113,507 | 28,031 | 141,537 |
| Wilson,Jason | F | 93,943 | 27,707 | 121,650 |
| Windsor,Cory A. | | 74,745 | 858 | 75,603 |
| Wong,Hok | F | 90,786 | 21,921 | 112,706 |
| Woronchak,Kevin D. | F | 103,284 | 28,267 | 131,550 |
| Yard,David | F | 88,141 | 30,221 | 118,362 |
| Young,Shirley | | 113,763 | 2,906 | 116,669 |
| Zhou,An | | 113,763 | 2,244 | 116,007 |
| Zijadic,Svetlana | | 86,341 | 3,495 | 89,836 |
| Zuckermann,Rachel | | 113,741 | 2,906 | 116,647 |

| | | | |
|-------------------------------------|---------------|--------------|---------------|
| Total Section 6(2)(b) over \$75,000 | \$ 28,665,105 | \$ 5,718,675 | \$ 34,383,784 |
|-------------------------------------|---------------|--------------|---------------|

| | |
|--------------------------------|------------|
| Section 6(2)(c) under \$75,000 | 20,719,590 |
|--------------------------------|------------|

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
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Schedule of remuneration and expenses - Employees

| Employee Name | Base Salary | Other * | Total Remuneration |
|---|-------------|---------|-----------------------|
| Total - Section 6(2)(b) and Section 6(2)(c) | | | \$ 55,103,374 |

* Other - Includes retroactive pay, overtime, taxable benefits and other forms of remuneration which are not considered a part of an employees' base salary.

F (Firefighter) - Other includes fire collective agreement settlement pay for the period (2012 - 2015)

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Salary Reconciliation

| | |
|---|-------------------|
| Remuneration reported Sec 6(2)(a) | \$ 356,482 |
| Remuneration reported Sec 6(2)(b) & (c) | <u>55,103,370</u> |
| | 55,459,852 |

Add:

Salaries and Benefits

| | |
|--|------------|
| District of North Vancouver Municipal Public Library | 4,385,462 |
| North Vancouver Recreation & Culture Commission | 9,914,409 |
| North Vancouver Museum & Archives Commission | 317,644 |
| North Shore Recycling Program | 197,537 |
| North and West Vancouver Emergency Program | 296,044 |
| CDNV benefits | 15,198,906 |
| 2016 various liability top-ups | 1,952,339 |

Less:

| | |
|---|-------------|
| 2015/2014 salary accruals | (4,405,790) |
| Salaries charged to capital accounts | (1,659,135) |
| Salary amounts charged to liability accounts | (1,686,474) |
| Employees employed by other entities included in 6(2) schedules not in financial statements | (849,343) |
| Capital overhead eliminated on consolidation, net of other adjustments | (1,926,458) |

| | |
|---|----------------------|
| Salaries and benefits per consolidated financial statements note 12 | <u>\$ 77,194,993</u> |
|---|----------------------|

| | |
|--|------------|
| Balance per note 12 in the consolidated financial statements | 77,194,993 |
|--|------------|

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | | |
|--------------------------------|----|-----------|
| 460576 BC Ltd Inc No 460576 | \$ | 70,000 |
| A&D Demolition Corp | | 32,500 |
| Abbarch Architecture Inc | | 67,378 |
| ABC Pipe Cleaning Services Ltd | | 29,100 |
| Acklands Grainger Inc | | 29,296 |
| Advanced Pavement Technologies | | 63,373 |
| Aerco Industries Ltd | | 56,890 |
| Akehurst and Galvani (A+G) Ref | | 189,294 |
| Ambleside Environmental | | 99,865 |
| Andrew Sheret Limited | | 549,083 |
| Ansan Industries Ltd | | 285,162 |
| Asplundh Canada Inc | | 54,633 |
| Associated Fire & Safety Inc | | 109,964 |
| ATS Traffic BC | | 41,352 |
| B A Blacktop Ltd | | 4,671,661 |
| B C Assessment Authority | | 2,143,705 |
| B&B Heavy Civil Construction L | | 4,471,101 |
| Badger Daylighting LP | | 83,051 |
| Bartle & Gibson Co Ltd | | 64,644 |
| Bartlett Tree Experts | | 116,159 |
| BayRoot Landscaping | | 28,584 |
| Bayshore Painting Ltd | | 25,200 |
| BC Hydro | | 1,677,008 |
| BC Plant Health Care Inc | | 306,569 |
| Bell Mobility | | 119,313 |
| Bennett Land Surveying Ltd | | 73,263 |
| BGC Engineering Inc | | 712,771 |
| Bosa Development (Lynn Valley) | | 1,600,066 |
| Brandt Tractor Ltd | | 81,363 |
| Bruno Colacone | | 110,960 |
| Burley Boys Tree Service Ltd | | 135,777 |
| Burns,Fitzpatrick LLP,in trust | | 1,878,547 |
| Cam Clark Ford Lincoln Ltd | | 37,557 |
| Cambie Roofing & Drainage | | 39,716 |
| Canada MiniBins.com Ltd | | 147,920 |
| Canadian Linen and Uniform Ser | | 29,852 |
| Canadian National | | 272,298 |
| Cansel Survey Equipment Inc. | | 33,215 |
| Capilano Highway Services Comp | | 124,838 |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | |
|--|-----------|
| Carscadden Stokes McDonald Arc | 77,340 |
| CAT Rental Store | 75,359 |
| CDW Canada Inc | 84,877 |
| Cedar Crest Lands (BC) Ltd | 34,728 |
| Chevron Canada Ltd | 695,027 |
| Christensen Excavating | 38,943 |
| City of North Vancouver, The C | 4,573,623 |
| City of Surrey | 225,084 |
| City of Vancouver | 45,642 |
| Coastal Utilities Solutions | 100,619 |
| Cobra Electric | 495,027 |
| Collins Safety Services | 28,016 |
| Columbia Bitulithic | 4,971,455 |
| Coral Engineering Limited | 578,855 |
| Coriolis Consulting Corp | 27,010 |
| Corix Water Products Limited Partnership | 509,045 |
| CPS (Canada) Inc | 101,745 |
| CTH Systems Inc | 50,886 |
| Cummins Western Canada | 59,684 |
| Cunningham & Rivard Appraisals | 33,995 |
| Custom Air Conditioning | 92,401 |
| Cyclone Diamond Products | 37,152 |
| DAMS FORD LINCOLN | 29,784 |
| Davey Tree Expert Co of Canada | 118,022 |
| Design Studio GH, LLC | 27,929 |
| DGBK Architects | 51,824 |
| Diamond Head Consulting Ltd | 51,218 |
| Dillon Consulting | 145,222 |
| District of West Vancouver | 1,041,667 |
| DL Safety Consulting | 422,366 |
| DMD & Associates Ltd | 93,438 |
| Domain7 Solutions Inc | 33,075 |
| Dougness Holdings Ltd | 62,694 |
| Driving Force, The | 46,722 |
| DTM Systems Corporation | 41,275 |
| EComm Emergency Communications | 278,412 |
| Econolite Canada Inc | 144,801 |
| Edgewater Site Contracting Ltd | 327,916 |
| Electromega Ltd | 28,748 |
| ESC Automation Inc | 311,889 |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | |
|---------------------------------------|------------|
| ESRI Canada Limited | 61,490 |
| Eurovia British Columbia Inc | 32,735 |
| Falcon Equipment Ltd | 39,994 |
| Farm-Tek Turf Services Inc. | 42,012 |
| Finning (Canada) | 36,671 |
| FireWorks Consulting Inc. | 66,430 |
| First Truck Centre Vancouver I | 34,978 |
| Flocor Inc | 86,167 |
| Flynn Canada Ltd | 172,412 |
| FortisBC | 76,722 |
| FortisBC Energy Inc. | 79,413 |
| Fred Surridge Ltd | 279,571 |
| FTC Fitness Equipment | 32,744 |
| G P Rollo & Associates Ltd | 27,258 |
| G R Hudson Sales Ltd | 60,365 |
| G3 Consulting Ltd | 80,134 |
| GE Koba Enterprises | 136,101 |
| Gibson Waterworks Supply Inc | 48,723 |
| Global Payments Canada | 273,024 |
| Golder Associates Ltd | 63,463 |
| Granville Law Group, in Trust | 1,088,286 |
| Gravity Construction | 124,107 |
| Great West Life Assurance Comp | 139,988 |
| Greater Vancouver Regional District | 14,884,586 |
| Greater Vancouver Sewerage & Drainage | 2,305,727 |
| Greater Vancouver Water District | 12,519,914 |
| Green Admiral Nature Restoration | 28,315 |
| Guillevin International Inc | 221,504 |
| Habitat Systems Inc | 48,592 |
| Hanley Agencies Ltd | 118,848 |
| Hatch Mott MacDonald Ltd | 186,548 |
| HDR / CEI Architecture & Plann | 375,356 |
| Headwater Management Ltd | 41,345 |
| Heather Baker Events | 35,509 |
| Hi Pro Sporting Goods LTD | 31,388 |
| Hitachi Data Systems Inc T4615 | 196,086 |
| Horizon Engineering Inc | 67,020 |
| ICBC | 258,251 |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | |
|--------------------------------------|-----------|
| IDRS Data-Print Mail | 31,242 |
| Imperial Parking Canada Corporation | 57,887 |
| Industra Construction Corp | 60,441 |
| Infinite Roadmarking Ltd | 52,192 |
| Insight Software.com Inc | 91,797 |
| Insituform Technologies Limited | 374,122 |
| ISL Engineering and Land Servi | 82,665 |
| Jardine Lloyd Thompson Canada | 765,432 |
| Jensen Sign Artistry Ltd | 41,256 |
| JETT Networks | 42,117 |
| JFC Steel Ltd. | 39,068 |
| Johnson Controls Ltd | 46,000 |
| Jones Bros Cartage Ltd | 238,310 |
| Kal Tire | 151,028 |
| Karyo Edelman Communications, | 48,446 |
| KDS Construction Ltd | 159,572 |
| Kerr Wood Leidal Associates Ltd | 286,754 |
| King Kubota Services Ltd | 302,309 |
| KPMG LLP | 68,200 |
| Lafarge Canada Inc | 410,129 |
| Lagerbom,Dawn, In Trust | 1,140,964 |
| Landmark Building Maintenance | 111,357 |
| LED Roadway Lighting Ltd | 50,538 |
| Lehigh Hanson Materials Ltd | 254,270 |
| Levelton Consultants Ltd | 28,266 |
| Lidstone & Co. | 29,364 |
| Lions Gate Excavation and Demolition | 36,912 |
| London Pacific Property Agents | 112,200 |
| Long View Systems Corporation | 593,401 |
| Lornco Electric Ltd | 151,347 |
| Mack Kirk Roofing & Sheet Meta | 63,932 |
| Magil Construction Pacific Inc | 948,953 |
| Mancorp Industrial Sales Ltd | 94,460 |
| Mar Tech Underground Services | 281,604 |
| Matrix Video Communications Co | 26,717 |
| McElhanney Consulting Services | 106,261 |
| McRaes Environmental Services | 26,689 |
| Merletti Construction (1999) Ltd | 338,333 |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | |
|---|------------|
| Metro Motors Ltd | 31,002 |
| Microserve | 331,374 |
| Microsoft Corporation | 31,271 |
| Mid-Range Software Services In | 61,856 |
| MILLS PRINTING | 179,389 |
| Minister of Finance | 42,095,525 |
| MMM Group Ltd | 990,374 |
| Modern Drainage | 176,585 |
| Modus Planning Design & Engage | 56,017 |
| Morris The Tree Man Ltd | 267,302 |
| Mountain Pacific Electrical Ltd | 149,364 |
| Municipal Finance Authority of BC | 1,200,985 |
| Municipal Insurance Association | 947,749 |
| Municipal Pension Plan | 5,208,630 |
| Neopost/POC acct. 3481006 | 55,932 |
| Nike Canada Corp. | 157,618 |
| North Shore Emergency Management | 414,661 |
| North Shore Mountain Bike Association | 106,695 |
| North Shore News | 72,882 |
| North Shore Parts & Industrial | 111,501 |
| North Shore Recycling Program | 197,663 |
| North Vancouver Chamber of Commerce | 99,618 |
| North Vancouver Museum & Archives | 537,415 |
| North Vancouver Public Library | 5,713,134 |
| North Vancouver Recreation & Culture Commission | 8,230,856 |
| Northwest Hydraulics Consultants | 174,038 |
| NORTHWEST WASTE GROUP | 28,110 |
| Novacom | 35,188 |
| NRG Research Group | 50,400 |
| Oakcreek Golf & Turf Inc | 81,408 |
| Ocean Pipe, a Div of Lehigh Hanson | 32,208 |
| Omni Engineering Inc | 29,508 |
| Open Text Corporation | 77,822 |
| Opus Dayton Knight Consultants | 95,849 |
| Oracle Canada ULC | 75,897 |
| Organized Crime Agency of BC | 35,886 |
| P D McLaren Limited | 29,155 |
| Pacific Blue Cross | 1,296,540 |
| Parallax Industries Ltd | 34,600 |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | |
|-----------------------------------|------------|
| Paul Alexander, Talent Management | 198,565 |
| Petro Canada | 30,833 |
| Pit Stop Portable Toilet Services | 39,596 |
| Pivotal Projects Incorporated | 269,653 |
| Plant Health Division | 59,661 |
| Polygon Canyon Springs Homes Ltd | 98,400 |
| Premier Pacific Seeds Ltd | 39,424 |
| PRODUCT DIST CENTRE | 36,006 |
| Profire Emergency Equipment | 25,553 |
| R F Binnie & Associates Ltd | 353,031 |
| Raven Rescue | 30,300 |
| Ray Contracting Ltd | 709,259 |
| Raybern Erectors Ltd | 145,064 |
| RE/MAX Masters Realty | 64,000 |
| Read Jones Christoffersen Ltd | 130,379 |
| Receiver General for Canada | 2,572,840 |
| Remdal Painting and Restoratio | 81,473 |
| Rempel Bros Concrete Ltd | 213,253 |
| Rocky Mountain Phoenix | 33,926 |
| Rogers AT&T Wireless | 107,509 |
| Rollins Machinery Limited | 41,133 |
| Rollke,Christina | 83,476 |
| RONA HOME & GARDEN | 32,481 |
| Royal Canadian Mounted Police | 15,030,691 |
| Safe Guard Fence Ltd | 27,122 |
| Savio Colacone | 125,318 |
| Scottish Line Painting | 36,253 |
| SES Consulting Inc | 81,000 |
| SFU Centre for Dialogue | 52,521 |
| Shaw Business Solutions | 36,072 |
| SHI Canada ULC | 176,221 |
| Source Office Furnishings | 27,762 |
| South Coast BC Transportation | 11,902,457 |
| Space2Place | 36,725 |
| Spectrum Skyworks | 39,712 |
| Speedbolt Printing Solutions | 33,728 |
| Sperling Hansen Associates | 117,821 |
| Stamoulis,Michael | 70,000 |
| Standard Building Supplies Ltd | 120,026 |
| Strategic Action Group,The | 28,345 |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | |
|-----------------------------------|------------|
| Stuart Olson Construction Ltd | 20,708,291 |
| Superior City Services Ltd | 275,507 |
| Suttle Recreation Inc | 77,598 |
| Take A Break | 42,823 |
| Target Products Ltd | 82,082 |
| TELUS Communications (BC) Inc | 221,087 |
| Tempest Development Group | 54,616 |
| TerraLink Horticulture Inc | 35,845 |
| TGK Irrigation Ltd | 248,615 |
| Transtar Sanitation Supply Ltd | 46,398 |
| Tremco Canada, A Div of RPM | 110,374 |
| Triex Contracting Ltd | 77,885 |
| Tupper Landscaping Inc. | 760,329 |
| Turning Point Recovery Society | 44,793 |
| Tyco Integrated Fire & Security | 29,856 |
| Tyler Technologies Inc | 684,443 |
| Union of BC Municipalities | 34,225 |
| University Landscapers | 37,193 |
| Upanup Studios Inc | 66,583 |
| Urban Systems Ltd | 103,778 |
| van der Zalm + Associates Inc | 34,703 |
| Vancouver Fraser Port Authority | 513,288 |
| VANDERVEEN HAY SALES | 29,422 |
| Warrington PCI Management | 40,000 |
| WebTech Wireless Inc | 43,577 |
| Weinberg, Mia | 38,565 |
| West Van Irrigation & Landscaping | 51,130 |
| Western Star & Sterling Trucks | 56,137 |
| Westvac Industrial Ltd | 40,033 |
| Westview Sales Ltd | 116,096 |
| WFR Wholesale Fire & Rescue Ltd | 63,739 |
| White Spot Restaurants | 50,299 |
| White Water West Industries Ltd | 84,180 |
| Work Truck West | 215,581 |
| Workers Compensation Board | 943,067 |
| WSP Canada Inc | 37,093 |
| Young, Anderson | 102,230 |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(1)(a)&(b)
AS AT DECEMBER 31, 2016

Schedule of payments to suppliers of goods and services

| | |
|-------------------------------|------------------------------|
| Zeemac Vehicle Lease Ltd | 45,457 |
| Zone West Enterprises Ltd | <u>34,103</u> |
| Section 7(1)(a) over \$25,000 | 208,123,472 |
| Section(1)(b) under \$25,000 | 5,945,698 |
| Total Section 7(1)(a) & (b) | \$ <u><u>214,069,170</u></u> |

CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Sections 7(2)(b)
AS AT DECEMBER 31, 2016

Schedule of grants and contributions

| | |
|---|----------------------------|
| Boys & Girls Clubs of South Coast BC | \$ 43,658 |
| Capilano Community Services Society | 168,341 |
| Family Services of the North Shore | 51,897 |
| Lynn Valley Senior Association | 47,165 |
| North Shore Childcare Resource and Referral Program | 37,535 |
| North Shore Community Resources Society | 30,830 |
| North Shore Neighbourhood House | 165,656 |
| Parkgate Community Services Society | 278,001 |
| Silver Harbour Centre Society | 114,052 |
| | <hr/> |
| Section 7(2)(b) over \$ 25,000 | 937,135 |
| Section 7(2)(b) under \$ 25,000 | 279,321 |
| | <hr/> |
| Total Section 7(2)(b) | <u><u>\$ 1,216,456</u></u> |

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 7(1)(c)
AS AT DECEMBER 31, 2016

Reconciliation of Supplier Payments to Financial Statements

| | |
|---|----------------|
| Payment to Suppliers 7(1)(a) & (b) | \$ 214,069,170 |
| Payment to suppliers 7(2)(b) | 1,216,456 |
| Employee expenditures included in Section 6(2)(b)(c) | 188,750 |
| Employee expenditures included in Section 6(2)(a) | 24,702 |
| Total payments per Statement of Financial Information | 215,499,078 |

Add:

| | |
|--|------------|
| CDNV Salaries & Benefits | 55,459,854 |
| Expenditures incurred by consolidated entities | 7,851,844 |
| Depreciation of tangible capital assets | 15,885,125 |
| Contributed Assets | 1,778,116 |
| Provisions, accruals and other net adjustments | 5,366,706 |

Less:

| | |
|---|--------------|
| Gain/(Loss) on disposable tangible capital assets | (223,077) |
| Acquisition of tangible capital assets and deferred expenses | (59,414,709) |
| Employer portion of employee benefits included in salaries | (10,185,273) |
| Payments made to other taxing authorities | (61,334,306) |
| Debt principal payments included in GVRD vendor amount not an expense | (3,276,884) |

| | |
|---|-----------------------|
| Amount per Consolidated Statement of Operations | <u>\$ 167,406,474</u> |
|---|-----------------------|

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
Statement of Financial Information
FIR Schedule 1, Section 9(2)
AS AT DECEMBER 31, 2016

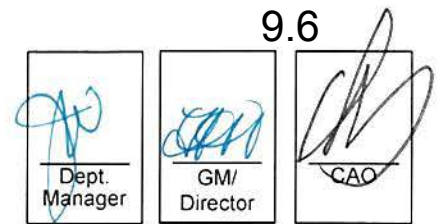
Statement of Financial Information approval

The undersigned, as authorized by the Financial Information regulation, Schedule 1, subsection 9(2), approves all the statements and schedules included in this Statement of Financial Information, produced under the *Financial Information Act*.

Andy Wardell
Acting GM Finance & Technology & CFO
_____, 2017

Council Member on behalf of Council
_____, 2017

| AGENDA INFORMATION | |
|---|-------------|
| <input type="checkbox"/> Regular Meeting | Date: _____ |
| <input type="checkbox"/> Committee of the Whole | Date: _____ |



The District of North Vancouver REPORT TO COUNCIL

April 28, 2017
File:

AUTHOR: Lori Phillips, Public Art Officer
North Vancouver Recreation & Culture Commission

SUBJECT: PUBLIC ART – THREE ARTWORKS FOR DE-ACCESSIONING

RECOMMENDATIONS:

THAT the community art project entitled *Drifters* be de-accessioned from the District's Public Art Collection;

THAT the artwork entitled *Delbrook Arches* be de-accessioned from the District's Public Art Collection; and

THAT the community public artwork entitled *Mosquito Creek*, which functioned as the sign for William Griffin Park be de-accessioned from the District's Public Art Collection.

REASON FOR REPORT:

There are three public artworks held in the District's collection that are affected by the closure of the William Griffin and the original Delbrook Community Recreation Centres. In accordance with the De-Accessioning section of the District's Public Art Policy, removal or relocation of any public artworks requires approval from municipal Council (see Attachment 1).

SUMMARY:

The District's Public Art Policy states that: "*the North Vancouver Public Art Advisory Committee (NVPAAC) will periodically review the District's public art inventory and make recommendations back to municipal Council on artworks that may require de-accessioning*".

The NVPAAC has reviewed the three artworks identified within this report and recommends they be de-accessioned from the municipal collection based on the following criteria outlined in policy:

- *the ongoing good condition or security of the artwork cannot be reasonably guaranteed*
- *the site is no longer accessible to the public or the physical setting is to be re-developed*

BACKGROUND:

The artworks identified for de-accession are as follows:

Drifters (Delbrook Community Recreation Centre)

Artist: Eric Neighbour

Date Installed: 2004

Program: DNV Community Public Art

Drifters consists of four community art sculptures that are on display at the original Delbrook Community Recreation Centre. Each sculpture was designed to reflect the activities that take place in and around the centre. The frames for these figures were constructed of driftwood that were assembled and finished with a fiberglass material to create the abstract figures. All four are installed near the Centre's entrances.



Installed in 2004, the sculptures have been on display for 13 years and while they have been low-maintenance over the years, they were never designed to last indefinitely. Close inspection shows that the sculptures are at the end of their lifespan, showing signs of fading and cracking making them susceptible to water damage and mould.

Delbrook Arches (Delbrook Community Recreation Centre)**Artist:** Ross Ireland**Program:** Pre-dates Public Art Program

In the main hallway of the original Delbrook Community Recreation Centre, there are five decorative archways that were designed and installed in the early 1990's to celebrate the building's transition from a high school to a community centre. Fabricated of wood and molded foam, the colourful arches depict an array of figures engaging in recreational pursuits. In considering this artwork, the NVPAAC noted that the arches are custom designed specifically for the size and shape of the original Delbrook hallway and are therefore not appropriate for relocation to an alternate site.

**Mosquito Creek** (AKA: William Griffin Park Sign)**Artist:** Eric Neighbour**Program:** DNV Community Public Art Project

During the summer of 2002, over 500 community volunteers helped carve a 50-foot log into a new entrance sign for William Griffin Park. Participants helped make grooves that ran the length of the pole to mimic the water action in nearby Mosquito Creek. At the top of the pole, the artist placed a stylized carved "heron" to welcome visitors to the park and adjacent William Griffin Community Recreation Centre.

The Mosquito Creek Pole and park signage were temporarily removed in 2014 to allow for the construction of the new community recreation centre. At the time of removal, the municipality intended to refurbish the pole and return it to the site once the new centre was constructed. In summer 2016, the original artist, Eric Neighbour was invited to initiate the refinishing process.



However upon inspection of the pole he discovered significant insect and rot damage. As a result, he has stated that he could not guarantee the ongoing structural integrity of the pole. The District Parks Manager, artist Eric Neighbour and the Public Art Officer came together on site to inspect the conditions reported. All were in agreement that for public safety reasons the pole should not be reinstalled. The NVPAAC carefully considered the history of the artwork and its current condition, and concurred with the condition assessments recommending de-accession of the artwork.

**EXISTING POLICY:**

District Public Art Policy – 10-4794-2.

ANALYSIS:**Timing/Approval Process:**

At the September 2016 meeting of the NVPAAC, members considered the artworks discussed in this report and as a result of those deliberations passed the following motion:

"In consideration of the impending closure of the existing Delbrook Community Recreation Centre, the NVPAAC has conducted a de-accessioning review of the three existing public artworks associated with the property and makes the following recommendations to the District:

THAT the community art project entitled "Drifters" be de-accessioned from the District's Public Art Collection in accordance with District Public Art Policy guidelines, effective upon the closure of the Delbrook Community Recreation Centre;

THAT the artwork entitled "Delbrook Arches" be de-accessioned from the District's Public Art Collection in accordance with District Public Art Policy guidelines, effective upon the closure of the Delbrook Community Recreation Centre; **AND FURTHER THAT** efforts be made to repurpose the art panels components at an alternate NVRC facility of similar age and architecture;

THAT the William Griffin Park community public art sign be de-accessioned from the District's Public Art Collection, in accordance with District Public Art Policy guidelines

due to advanced wood rot and insect damage that compromises its ongoing structural integrity as a vertical element; AND FURTHER THAT the pole be made available to the District's Park's department for use as a naturalized landscaping element or simply return to the land as determined appropriate."

The committee recommended options for repurposing and once the artworks have been removed from their respective locations, their physical condition will be further assessed and the following steps will be taken in this proposed order:

1. Options for repurpose in a District facility or trail will be explored;
2. The artist will be given the first option to obtain the artwork at no cost and if refused;
3. The community will be given the opportunity to obtain the work through free raffle;
4. Any remaining artworks will be destroyed.

Concurrence:

The District Parks Manager has reviewed this report.

Financial Impacts:

There are no financial impacts.

Liability/Risk:

N/A

Social Policy Implications:

N/A

Environmental Impact:

N/A

Public Input:

N/A

Conclusion:

In accordance with the District's Public Art Policy it is recommended that District Council formally de-accession all three Public Art pieces from the District's Public Art Collection.

Respectfully submitted,



Lori Phillips
Public Art Officer

| 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 _____ | <input type="checkbox"/> ITS _____ | <input type="checkbox"/> Recreation Com. _____ |
| <input type="checkbox"/> Environment _____ | <input type="checkbox"/> Solicitor _____ | <input type="checkbox"/> Museum & Arch. _____ |
| <input type="checkbox"/> Facilities _____ | <input type="checkbox"/> GIS _____ | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Human Resources _____ | <input type="checkbox"/> Real Estate _____ | |

PUBLIC ART ACCESSIONING POLICY (EXCERPT: DE-ACCESSIONING)

E.4 DE-ACCESSIONING

E.4.1. NVPAAC will periodically review the District's public art inventory to determine whether specific pieces should be de-accessioned or removed from the collection. This determination would be based on one or more of the following reasons:

- the ongoing good condition or security of the artwork cannot be reasonably guaranteed
- the artwork requires excessive maintenance or has faults in design or workmanship and repair or remedy is either impractical or infeasible
- the artwork has been damaged and repair is either impractical or infeasible
- the artwork endangers public safety
- the artwork is not, or is only rarely on display owing to the lack of a suitable venue
- significant alterations in the use, character or design of the site have occurred which affect the integrity of the work and its relation to its environs
- significant adverse public reaction has continued over an extended period of time the quality or authenticity of the artwork is debatable and subsequently justified
- NVPAAC deems that the same artist should replace the artwork with a more appropriate work the artwork has been assessed to be of inferior quality compared to other works in the collection, or has been determined to be incompatible with the rest of the collection
- removal is requested by the artist
- the site is no longer accessible to the public or the physical setting is to be re-developed.

E.4.2. Reassessment of a work's suitability as a continuing part of the municipal public art collection should take into account:

- the quality of work itself as representative of its style or genre, and its relation to the public context
- the artist's contract and other agreements which may pertain to the removal discussions with the artist about concerns prompting the reassessment
- opinions of more than one independent professional, qualified to advise on the concern prompting the reassessment (e.g. conservators, engineers, architects, critics, art historians, safety experts)
- all written correspondence, press notices, and other evidence of public reaction.

E.4.3. If reasonable measures to resolve the concern have failed, NVPAAC will appoint an impartial mediating panel of art and design professionals and community members to consider, in order of priority, the following options:

- a) **Relocation** of the art work to a new site that is consistent with the artist's original intention. The artist's assistance and consent will be required.
- b) **Removal** or disposition of the art work by means of selling, loaning, trading or gifting the work. Three independent professional appraisals would be required to establish the fair market value of the work. The following conditions apply if this option is exercised:
 - The artist should be given first option to purchase the work
 - The work may be gifted or exchanged to a gallery, museum or other such repositories
 - Sale may be conducted through auction, gallery resale or by direct bidding. All sales proceeds will be reserved for future public art projects.
 - Any pre-existing contractual agreements between the artist and NVPAAC regarding resale shall be honoured.
- c) **Destruction** of the art work in a manner that respects the best interest of the District, the public it serves, and the public trust place in it.

E.4.4. Panel recommendations to de-accession public art work requires approval by NVPAAC and Council.