

AGENDA

COUNCIL WORKSHOP

Tuesday, May 9, 2017

5:00 p.m.

Committee Room, Municipal Hall

355 West Queens Road,

North Vancouver, BC

Council Members:

Mayor Richard Walton

Councillor Roger Bassam

Councillor Mathew Bond

Councillor Jim Hanson

Councillor Robin Hicks

Councillor Doug MacKay-Dunn

Councillor Lisa Muri



NORTH VANCOUVER
DISTRICT

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355 West Queens Road, North Vancouver

AGENDA

1. ADOPTION OF THE AGENDA

1.1. May 9, 2017 Council Workshop Agenda

Recommendation:

THAT the agenda for the May 9, 2017 Council Workshop is adopted as circulated, including the addition of any items listed in the agenda addendum.

2. ADOPTION OF MINUTES

3. REPORTS FROM COUNCIL OR STAFF

3.1. Terms of Reference, OCP Implementation Monitoring Committee **p. 7-10**
File No. 13.6480.30/001.002

Recommendation:

THAT the May 3, 2017 memo of the General Manager – Planning, Properties & Permits entitled Terms of Reference, OCP Implementation Monitoring Committee be received for information.

4. PUBLIC INPUT

(maximum of ten minutes total)

5. ADJOURNMENT

Recommendation:

THAT the May 9, 2017 Council Workshop is adjourned.

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REPORTS

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3.1

Memo

May 3, 2017
File: 13.6480.30/001.002.000

TO: Mayor and Council
FROM: Tom Lancaster, Manager of Community Planning
SUBJECT: Terms of Reference, OCP Implementation Monitoring Committee

Council received a draft Terms of Reference (TOR) for a new OCP Implementation Monitoring Committee as an agenda addenda for the May 2 Workshop. Council had a brief discussion about the TOR and stated a desire to schedule a time to review the draft with all of Council present in the near future.

Attached is the draft TOR for Council review. A workshop on May 9, 2017 has been scheduled in response to Council's request to review the TOR as soon as possible.

Tom Lancaster

District of North Vancouver

Terms of Reference

OCP Implementation Committee

Name	Official Community Plan (OCP) Implementation Monitoring Committee.
Purpose	<p>The purpose of the North Vancouver District OCP Implementation Monitoring Committee is to encourage meaningful community engagement in the implementation of the OCP and to provide advice, as requested, on elements of OCP implementation, monitoring, and communications with the public.</p> <p>Specifically, the OCP Implementation Committee will provide advice regarding:</p> <ol style="list-style-type: none"> 1) Community engagement in implementing the OCP Network of Centres and other relevant Council Policy; 2) The direction of OCP Implementation to ensure consistency with the OCP Vision and Goals; 3) Other key aspects of the OCP such as housing diversity, ; 4) A review of the OCP monitoring program to ensure meaningful and appropriate indicators for monitoring progress on OCP targets.
Delegated Authority	There is no delegation of authority to the Committee.
Origin of Work	Work assignments for this Committee will come through the Manager of Community Planning and be consistent with the purpose of the Committee.
Membership	The Committee will be comprised of 12 - 14 members and two Council liaisons.
Appointment	
Qualification	<p>Up to 14 members at large, selected to represent a range of interests relevant to OCP implementation, which may include members bringing one or more of the following perspectives:</p> <ul style="list-style-type: none"> • youth and / or young adults

- family
- seniors
- housing
- transportation
- economy
- urban development and design
- sustainability / climate change
- community services

As the focus of OCP implementation is achieving the Network of Centres Vision, a minimum of 2 members of the committee will be from each of the communities in the following areas designated in the OCP (for a total of 8 members minimum from the following areas):

- Lynn Creek Town Centre
- Lynn Valley Town Centre
- Lions Gate Marine Village Centre
- Maplewood Village Centre

In addition, at least one member should be from the Edgemont Village area recognizing recent OCP implementation planning.

All members should be residents of the District of North Vancouver; however, an exception to the residency requirement may be made for individuals with unique qualifications and background.

Recruitment and

Selection

The Clerk’s Office will undertake a process of advertising for residents who are interested in volunteering for the OCP Implementation Committee. Names of interested residents will be received and reviewed by the Advisory Oversight Committee (AOC).

Appointment

The AOC will recommend appointees to Council for ratification.

Term

Members will be appointed for a term ending December 31, 2018.

If a member misses three consecutive meetings without giving reasonable cause to the Chair in advance, they will be deemed to have resigned.

Revocation of

Appointment

The AOC may recommend revocation of appointment, as may be deemed necessary.

Vacancy	Any vacancy created will be filled by a new appointee for the remainder of the term of the person being replaced.
Chair	The Chair and Vice Chair will be elected by the Committee at its first meeting each year. If both are absent from a meeting, an Acting Chair will be chosen by the members present.
Duties	See "Purpose".
Work Plan	A work plan based on the Committee's purpose will be prepared jointly by the Committee and staff. The Committee may establish temporary working groups (for example on housing issues) from its membership as needed to advance the work program.
Budget	A modest budget for the Committee will be maintained by the Manager Community Planning as part of the OCP Implementation program.
Meeting Schedule	The Committee will meet as required through the determination of the Chair and staff. It is anticipated the Committee will meet approximately every 1-2 months in light of the OCP implementation program. A meeting between the Committee and Council will be coordinated from time to time to update on the work of the committee.
Procedures	Decisions of the Committee will be made by consensus.
Reporting	Oversight of the Committee will be the responsibility of the General Manager, Planning, Properties & Permits. The Committee will report quarterly, or as appropriate to Council.
Staff Support	Staff support to the Committee will be provided by Community Planning. Professional advice will be provided by District staff as needed.
Remuneration	Appointees will receive no remuneration for their service.
Conflict of Interest	Appointees are required to be vigilant for issues of real or perceived conflict of interest and take appropriate action. District staffs (Clerk, Directors, CAO) are available to discuss issues of conflict of interest with a potentially affected appointee.
Code of Ethics	Appointees will be required to sign a statement saying that they have read, understood, and will conform to the District's Code of Ethics. This will be required immediately upon appointment.
Dissolution	At the discretion of Council.