

AGENDA

REGULAR MEETING OF COUNCIL

Monday, October 2, 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



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REGULAR MEETING OF COUNCIL

7:00 p.m.
Monday, October 2, 2017
Council Chamber, Municipal Hall,
355 West Queens Road, North Vancouver

AGENDA

BROADCAST OF MEETING

- Online at www.dnv.org

CLOSED PUBLIC HEARING ITEMS NOT AVAILABLE FOR DISCUSSION

- Bylaw 8142 – Rezoning Employment Zone – Lynn Creek Light Industrial
- Bylaw 8230 – OCP Amendment 1886-1956 Belle Isle Place & 2046 Curling Road
- Bylaw 8231 – Rezoning 1886-1956 Belle Isle Place & 2046 Curling Road
- Bylaw 8236 – Rezoning 905-959 Premier Street
- Bylaw 8240 – OCP Amendment 1502-1546 Oxford Street
- Bylaw 8241 – Rezoning 1502-1546 Oxford Street
- Bylaw 8225 – Rezoning 756-778 Forsman Avenue

1. ADOPTION OF THE AGENDA

1.1. October 2, 2017 Regular Meeting Agenda

Recommendation:

THAT the agenda for the October 2, 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. **World Mental Health Day** – October 10, 2017 p. 9

3.2. **Homelessness Action Week** – October 8-14, 2017 p. 11

4. RECOGNITIONS

5. DELEGATIONS

- 5.1. Dale Littlejohn, Executive Director and Chief Administrative Officer, Community Energy Association** **p. 15-16**
Update on Community Energy Association Activities and
Community Energy Planning Around British Columbia

6. ADOPTION OF MINUTES

- 6.1. September 18, 2017 Regular Meeting of Council** **p. 19-25**

Recommendation:

THAT the minutes of the September 18, 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. 2016-2019 Taxation Exemptions by Council Bylaw 8130, 2015, Amendment Bylaw 8260, 2017 (Amendment 2)** **p. 29-44**
File No. 05.1930

Recommendation:

THAT Bylaw 8260, "2016 - 2019 Taxation Exemptions by Council Bylaw 8130, 2015, Amendment Bylaw 8260, 2017 (Amendment 2)" is given FIRST, SECOND, and THIRD Readings;

AND THAT prior to considering adoption of the Bylaw, public notice is given in accordance with Section 227 of the *Community Charter*.

- 9.2. 2016-2019 Taxation Exemption for Places of Public Worship Bylaw 8131, 2015, Amendment Bylaw 8261, 2017 (Amendment 1)** **p.45-47**
File No. 05.1930/2017

Recommendation:

THAT "2016 - 2019 Taxation Exemptions for Places of Public Worship Bylaw 8131, 2015, Amendment Bylaw 8261, 2017 (Amendment 1)" is given FIRST, SECOND and THIRD Readings.

9.3. Wildland-Urban Interface Fire Risk Management **p. 49-77**
File No. 13.6770

Recommendation:

THAT Council commits to supporting the two grant applications under the UBCM Strategic Wildfire Prevention Initiative as attached to the September 13, 2017 joint report of the Section Manager- Public Safety and the Community Forester entitled Wildland-Urban Interface Fire Risk Management, and commits to providing overall grant management for the following projects:

- 1 . CWPP Update (Attachment 1)
2. Operational Fuel Treatment SWPI-688 (Attachment 2)

9.4. Appointment of External Auditors **p. 79-80**
File No.

Recommendation:

THAT KPMG is appointed for the provision of assurance (audit) services for the annual consolidated financial statements of the Corporation of the District of North Vancouver (including the financial statements of the North Vancouver Recreation Commission and the District of North Vancouver Municipal Public Library);

AND THAT the appointment is in effect for a period of five years, subject to an annual review and reappointment by the District of North Vancouver.

9.5. Homelessness on the North Shore **p. 81-118**
File No. 10.5040.30/000.000

Recommendation:

THAT staff are directed to work with non-profit partners to develop a business case for the creation of a Family Shelter and Supported Housing project in the District of North Vancouver;

AND THAT staff are directed to explore potential locations for a Family Shelter and Supported Housing project on a District-owned site;

AND THAT staff report back to Council with next steps in the first quarter of 2018.

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 October 2, 2017 Regular Meeting of Council for the District of North Vancouver is adjourned.

PROCLAMATIONS

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PROCLAMATION

“World Mental Health Day” (October 10, 2017)

WHEREAS: World Mental Health Day is an education campaign designed to encourage people to talk, reflect and engage with others on the importance of mental health and the reality of mental illness; and

WHEREAS: nearly 1 in 5 Canadians will suffer a mental disorder in their lives. The remaining 4 Canadians will be affected by a mental illness through a family member, friend, or co-worker; and

WHEREAS: of the 10 leading causes of disability worldwide, five are mental disorders: major depression, schizophrenia, bipolar disorder, substance abuse disorder and obsessive compulsive disorder: 30 – 40% of disability claims are for depression; and

WHEREAS: stigma is the number one reason people do not seek or receive treatment, experience workplace and social discrimination and experience barriers to recovery.

NOW THEREFORE I, Richard Walton, Mayor of the District of North Vancouver, do hereby proclaim **October 10, 2017** as “**World Mental Health Day**” in the District of North Vancouver.

Richard Walton
MAYOR

Dated at North Vancouver, BC
This 2nd day of October 2017

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PROCLAMATION

“Homelessness Action Week” (October 8 – 14, 2017)

WHEREAS: Everyday in our municipality there are men, women, youth, and children who do not have a place to call home; and

WHEREAS: Community action and participation are essential in addressing and eliminating issues and circumstances that contribute to homelessness; and

WHEREAS: During this week, activities and events will be offered and the community will be encouraged to participate and learn about the many issues related to homelessness, about the community agencies that offer services and support ‘that work’ for persons who are homeless, and about what each of us as citizens can do to creatively and collectively address homelessness in our communities.

NOW THEREFORE I, Richard Walton, Mayor of the District of North Vancouver, do hereby proclaim **October 8 - 14, 2017** as “**Homelessness Action Week**” in the District of North Vancouver.

Richard Walton
MAYOR

Dated at North Vancouver, BC
This 16th day of October 2017

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DELEGATIONS

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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 Energy Association

Title of Presentation: Update on CEA activities & community energy planning around BC

Name of person(s) to make presentation: Dale Littlejohn

Purpose of Presentation:

Information only

Requesting a letter of support

Other (provide details below)

Please describe:

Attach separate sheet if additional space is required

The main purpose is to provide a brief update on what is happening around BC with respect to local government climate change and energy actions and CEA activities. The District of North Vancouver is a Member of the Community Energy Association and we wish to provide an update as part of being a member.

Contact person (if different than above): _____

Daytime telephone number: 604 628 7076

Email address: dlittlejohn@communityenergy.bc.ca

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

Dale Littlejohn

Name of Delegate or Representative of Group

September 5, 2017

Date

Signature

For Office Use Only

Approved by:

Municipal Clerk

Deputy Municipal Clerk

Appearance date:

Receipt emailed on:

October 2, 2017
Sept. 16, 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.

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 7:03 pm on Monday, September 18, 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
Councillor J. Hanson
Councillor R. Hicks
Councillor D. MacKay-Dunn (via telephone)
Councillor L. Muri

Staff: Mr. D. Stuart, Chief Administrative Officer
Ms. C. Grant, General Manager – Corporate Services
Mr. G. Joyce, General Manager – Engineering, Parks & Facilities
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Mr. L. Jensen – Manager – Engineering Operations
Mr. T. Lancaster, Manager – Community Planning
Ms. L. Brick, Deputy Municipal Clerk
Ms. C. Archer, Confidential Council Clerk
Ms. N. Foth, Community Planner

1. ADOPTION OF THE AGENDA

1.1. September 18, 2017 Regular Meeting Agenda

MOVED by Councillor MURI

SECONDED by Councillor BASSAM

THAT the agenda for the September 18, 2017 Regular Meeting of Council for the District of North Vancouver is adopted as circulated.

CARRIED

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

3. PROCLAMATIONS

3.1. United Way Day – September 21, 2017

2. PUBLIC INPUT

2.1. Ms. Yolande Westwell-Roper, 1000 Block Canyon Boulevard:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on the need for housing and green space;
- Remarked on the size of new homes built on redeveloped sixty-six foot lots;

- Commented on the suitability of the identified streets for a small lot infill area; and,
- Noted the concerns raised by area residents have been addressed by District staff.

2.2. Mr. Andrew Westwell-Roper, 1000 Block Canyon Boulevard:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on the process and urged Council to move ahead with approving Small Lot Infill Areas (SLIA's);
- Noted parking and transportation concerns identified in the 2016 resident survey have been addressed by District staff;
- Commented on parking and transportation in current SLIA's; and,
- Commented on the size of new homes built on redeveloped sixty-six foot lots.

2.3. Mr. Gordon Cornwall, 1000 Block Canyon Boulevard:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on the age of existing homes in the area and the associated repair costs; and,
- Remarked that subdivision of properties in the proposed area could allow existing residents to stay in place.

2.4. Ms. Claudia Cornwall, 1000 Block Canyon Boulevard:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on the need for more affordable housing options; and,
- Commented on the environmental impact of larger houses.

2.5. Mr. Zeljko Stojisavljevic, 1000 Block Canyon Boulevard:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas; and,
- Commented on the age and state of repair of current homes in the proposed area.

Councillor MURI left the meeting at 7:17 p.m.

2.6. Ms. Jane Nicol, 1000 Block Canyon Boulevard:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on housing affordability for families and the impact on local schools;
- Noted parking has not been a problem in the existing SLIA area; and,
- Commented on the length of the process to date.

2.7. Ms. Ilona Kuligowska, 1000 Block Canyon Boulevard:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on the state of repair of older homes and the need for replacement; and,

- Commented on the need for affordable homes for families and the impact of changing demographics on local schools.

Councillor MURI returned to the meeting at 7:20 p.m.

2.8. Ms. Darya Ostadsavaie, 1000 Block Clements Avenue:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on the need for affordable homes for young families;
- Commented on population growth; and,
- Noted subdivision of larger lots would reduce the need to remove trees to clear more land for homes.

2.9. Mr. Warren McKay, 1000 Block Prospect Avenue:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas; and,
- Presented a copy of a petition of residents in favour of designating a portion of Prospect Avenue as a Small Lot Infill Area.

2.10. Mr. Adrian Chaster, 3000 Block Crescentview Drive:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Commented on the size of newly constructed homes and housing affordability;
- Noted the area has access to transit, schools and parks;
- Opined that existing local amenities are sufficient to serve an area with increased density; and,
- Urged Council to direct staff to draft the proposed bylaws.

4. RECOGNITIONS

Nil

5. DELEGATIONS

Nil

6. ADOPTION OF MINUTES

6.1. September 11, 2017 Regular Council Meeting

MOVED by Councillor MACKAY-DUNN

SECONDED by Councillor HICKS

THAT the minutes of the September 11, 2017 Regular Council meeting are adopted as amended.

CARRIED

7. RELEASE OF CLOSED MEETING DECISIONS

7.1. September 11, 2017 Closed Special Meeting of Council

7.1.1. Advisory Oversight Committee Recommendations and Appointments

File No. 01.0360.20/076.000

THAT Adrian Chaster, Amelia Hill, Antje Wahl, Betsy Agar, Betty Forbes, Cynthia Luo, Guy Trotter, Jason Mah, Jenn Ohlhauser, Katie Wilson, Maureen Bragg, Mel Montgomery, Vivian Osiek and Vincent Santacroce be appointed to the OCP Implementation Committee for a term ending October 31, 2018;

AND THAT this resolution be released to the public.

8. COUNCIL WORKSHOP REPORT

Nil

9. REPORTS FROM COUNCIL OR STAFF

9.2. Upper Capilano Potential Small Lot Infill Areas

File No. 13.6480.30/003.003.000

Public Input:

Mr. Grig Cameron, 1000 Clements Avenue:

- Spoke in favour of item 9.2 regarding Upper Capilano Potential Small Lot Infill Areas;
- Noted the proposal is consistent with the Official Community Plan and has the support of the Edgemont and Upper Capilano Community Association;
- Opined that allowing subdivision of large lots will help retain the existing character of the neighbourhood;
- Commented on the size of new homes on redeveloped sixty-six foot lots;
- Commented on the age of existing houses in the neighbourhood and rising property values; and,
- Commented on the public engagement process.

The motion was bifurcated at the request of Council.

MOVED by Councillor BOND
SECONDED by Councillor HICKS

THAT staff are directed to prepare a Zoning Bylaw amendment to designate a Small Lot Infill Area on Clements Avenue and Canyon Boulevard as described in the September 13, 2017 report of the Community Planner entitled Upper Capilano Potential Small Lot Infill Areas;

AND THAT staff are directed to prepare a Zoning Bylaw amendment to designate a Small Lot Infill Area on Montroyal Boulevard as described in the September 13, 2017 report of the Community Planner entitled Upper Capilano Potential Small Lot Infill Areas.

CARRIED

MOVED by Councillor BOND
SECONDED by Councillor HICKS

THAT staff be directed to include the five lots on Clements Avenue in the Slope Hazard Development Permit Area that are adjacent to the potential Small Lot Infill Area on Clements Avenue and Canyon Boulevard, in the Zoning Bylaw amendment to designate a Small Lot Infill Area on Clements Avenue and Canyon Boulevard;

CARRIED

Opposed: Councillors HANSON, MACKAY-DUNN and MURI

MOVED by Councillor BOND
SECONDED by Councillor HICKS

THAT staff be directed to propose a Zoning Bylaw amendment to designate a Small Lot Infill Area on the 1000 block on Prospect Avenue;

CARRIED

Opposed: Mayor WALTON, Councillors HANSON and MURI

MOVED by Councillor BOND
SECONDED by Councillor HICKS

THAT staff be directed to prepare a bylaw amendment to allow duplex form on the Small Lot Infill Areas.

DEFEATED

Opposed: Mayor WALTON, Councillors HANSON, MACKAY-DUNN and MURI

The meeting recessed at 8:21 p.m. and resumed at 8:23 p.m.

9.1. Curbside Collection of Organics – Solid Waste Collection Policy

File No.

MOVED by Councillor BASSAM

SECONDED by Councillor HANSON

THAT the District of North Vancouver Solid Waste Collection services resume the collection of all yard waste that is appropriately presented for collection. Appropriate presentation includes yard waste that is presented in the District provided wheeled carts, large Kraft paper bags and/or bundled sticks not greater than 3 feet in length and tied with natural fibre rope or twine;

AND THAT the District of North Vancouver policy of limiting the amount of yard waste set out for collection be rescinded so that there is no limit in effect for the collection of organic waste.

DEFEATED

Opposed: Mayor WALTON, Councillors BOND, HICKS, MACKAY-DUNN and MURI

10. REPORTS

10.1. Mayor

Mayor Walton reported on his attendance at:

- The opening of the Lynn Valley Link trail with Councillor Hanson and Hicks; and,
- The 2017 Terry Fox Run in North Vancouver.

10.2. Chief Administrative Officer

Nil

10.3. Councillors

- 10.3.1.** Councillor Bassam reported on his attendance at the 30th anniversary of the North Shore Diners Club Congregate Meals Program
- 10.3.2.** Councillor Hicks reported on his attendance at the North Vancouver Community Arts Council Annual General Meeting.
- 10.3.3.** Councillor Hanson reported on his attendance, as Acting Mayor, at the Sunrise Care Facility concert series sponsored by the BC Care Providers Association.

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 MURI

SECONDED by Councillor HICKS

THAT the September 18, 2017 Regular Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(8:54pm)

Mayor

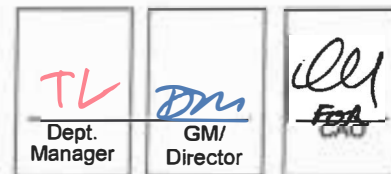
Municipal Clerk

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REPORTS

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>Oct 2, 2017</u>
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

September 21, 2017
File: 05.1930

AUTHOR: Cristina Rucci, Community Planner

SUBJECT: 2016 - 2019 Taxation Exemptions by Council Bylaw 8130, 2015,
Amendment Bylaw 8260, 2017 (Amendment 2)

RECOMMENDATION:

THAT Bylaw 8260, cited as "2016 - 2019 Taxation Exemptions by Council Bylaw 8130, 2015, Amendment Bylaw 8260, 2017 (Amendment 2)", which is included as Attachment 1, be now read a FIRST, SECOND, and THIRD time;

AND THAT prior to considering adoption of the Bylaw, public notice be given in accordance with Section 227 of the *Community Charter*.

REASON FOR REPORT:

In compliance with the provisions of the *Community Charter* and the Taxation Exemptions by Council Guidelines, members of the Community Services Advisory Committee (CSAC) have reviewed nine new requests for Permissive Tax Exemptions (PTE) for the taxation years 2018 and 2019, from two agencies: North Shore Disability Resource Centre Association (NSDRC) and 18th Street Community Care Society (18th Street Society). CSAC has also reviewed a request from the City of North Vancouver for lands located adjacent to the North Vancouver Cemetery. These lands include forested areas surrounding the exempt Cemetery and the City-run works yard, and a portion of land leased to the District that currently contains 2 sports fields at the north end of the District's Inter River Park. Staff have prepared the necessary amending bylaw for Council's consideration based upon CSAC recommendations.

SUMMARY:

In 2015, Council approved Bylaw 8130, which provided taxation exemptions from 2016 to 2019 for 35 different agencies. Since the approval, Council has approved additional requests for Permissive Tax Exemptions (PTEs) from various non-profit organizations. Most recently, staff received applications from North Shore Disability Resource Centre and 18th Street Society and the City of North Vancouver. CSAC reviewed these applications on September 20th, and based upon the criteria outlined in the "Taxation Exemptions by Council Guidelines" (Attachment 2), recommends they all be granted a PTE. An Amending Bylaw (inclusive to the year 2019) has been prepared based on the recommendations of the Committee. According to the *Community*

**SUBJECT: 2016 - 2019 Taxation Exemptions by Council Bylaw 8130, 2015,
Amendment Bylaw 8260, 2017 (Amendment 2)**

September 21, 2017

Page 2

Charter, Council may, on or before October 31 of each year, adopt a bylaw to exempt certain lands or improvements (or both) from municipal taxation.

BACKGROUND:

The "Taxation Exemption by Council Guidelines", adopted by Council in 2007, was developed to recognize the fact that non-profit organizations contribute to the wellbeing of the citizens of the municipality. The Guidelines include a number of criteria that must be met by organizations applying for a PTE. The Community Services Advisory Committee (CSAC), which has been given the authority by Council to review PTE applications, has assessed each of the new applications to ensure they comply with the criteria.

The Guidelines also include a financial cap equal to 0.6% of the tax levy, which is applicable to Section 224 exemptions only (See Attachment 3, Excerpt from *Community Charter* section 224, General authority for permissive exemptions). When the requested funding exceeds the financial cap of the 0.6% of the tax levy, CSAC has authority to allocate funds to applicants (within the limits of the financial cap) in the best interests of the District and make recommendations to Council. Under this authority, some applicants might receive 100% of a funding request while other applicants might receive less than 100%.

Section 3.0 of the Policy further outlines specific criteria related to the review process. To summarize, the policy states that the CSAC will review PTEs in the second year of Council's mandate and that the Bylaw will be reviewed every four years to align with Council's four year term. Moreover, the Policy states that new applications received in years one, three, and four of a Council mandate, will only be considered if there is room in the financial cap, if Council deems a service to be a District service or deems there to be a community need.

The total estimated PTE for the applications being recommended by CSAC is \$52,927.

EXISTING POLICY:

Taxation Exemptions by Council Guidelines (Attachment 2)

Excerpt from Community Charter, section 224, General authority for permissive exemptions (Attachment 3).

ANALYSIS:

At their regular meeting held on September 20, 2017, members of the CSAC considered nine new PTE applications from North Shore Disability Resource Centre, 18th Street Society, as well as a 10th application from the City of North Vancouver. The Committee confirmed that the new applications submitted by 18th Street Society and NSDRC met the tax exemption criteria as provided in the Policy and provided a recommendation for approval. The application made by the City of North Vancouver was also supported with the exception of the City Works Yard, which the committee determined did not meet the criteria outlined in the Taxation Exemptions by Council Guidelines. A summary of the organization and the services that they provide is outlined below:

North Shore Disability Resource Centre (NSDRC)

The North Shore Disability Resource Centre (NSDRC) provides programs and services to people with disabilities and their families and caregivers to help them be active members of their communities. To achieve this end, NSDRC offers a variety of programs and services to its clients including information and advocacy services, infant development program, teen and pre-teen programs, adult life skills, as well as residential services.

Both Support Living and Independent Living Programs are offered through NSDRC. The Supported Living Program is for adults and children with disabilities who need someone to care from them 24 hours a day. Referrals for adult support are required from Community Living BC and referrals for children are required from the Ministry of Children and Family Development. The Independent Living Program is for adults with disabilities who need some assistance in living in a home and in the community. The residents do not require 24 hour care. Referrals for the program are made from VHC, or directly to the program.

NSDRC is applying for PTEs for 3 properties located at 951 Hendry Avenue, 750 West 23rd Street, and 2000 Rufus Drive, as well as 5 apartment units on Mountain Highway. The housing will be fully accessible and supported and will be directed to primarily North Shore residents living with disabilities.

CSAC has determined that the applications made by NSDRC met the criteria included in the Taxation Exemption by Council Guidelines.

18th Street Society

18th Street Community Care Society is seeking a PTE for 2 properties located at 1063 Hendecourt Road and 821 E 29th Street. Both properties will be used as supported living group homes for patients who have mental health and addiction issues.

18th Street Society has specific Community Health Services Agreements with VCH to provide supported living group homes and semi-independent living apartment for patients who have mental health and additions issues. As such, only individuals selected by VCH will have access to the facility. The program assists clients by helping them achieve independence and an improved quality of life. Each of the patients has a caseworker who monitors progress and in some instances Community Support Living Workers are assigned to clients depending on need.

CSAC has determined that the applications made by 18th Street Society met the criteria included in the Taxation Exemption by Council Guidelines.

City of North Vancouver (CNV)

BC Assessment recently completed a review of properties in the Lillooet Road area (Lynnmour North). A parcel of land owned by the CNV that contains The North Vancouver Cemetery, among other uses, was evaluated as part of this process. BC Assessment determined it had inaccurately interpreted and applied statutory exemption options provided through the *Community Charter*. Property owned by a municipality (the City) within another municipal jurisdiction (the District) does not qualify for a statutory exemption.

This mistake in statutorily exempting the entire property valuation has led to no taxes being payable, however, beginning in 2018, the assessed value of the non-cemetery lands will become taxable.

In late August, the CNV was notified by BC assessment of the misinterpretation of *Community Charter* section 220. BC Assessment has notified the CNV and District of a prospective correction to the 2018 Assessment Roll.

Permissive Tax Exemption Eligibility - CNV

Section 224 (2) (b) of the *Community Charter* provides the authority to exempt the portions of land that are not directly utilized for the Cemetery through the provision of a PTE. Tax exemption may be provided for land and improvements that are owned by other local authorities and which Council considers are used for the sole purpose of the local government. While the cemetery lands qualify for a provincial statutory exemption, the portion of Inter River Park sport fields (DNV leased parkland), forested green space, and the CNV works yard that are also part of this parcel could be provided a PTE.

The City of North Vancouver has recently submitted an application for a PTE for Council's consideration. The request for a PTE applies to the entire site, a portion of which is leased to the District for two sport fields at the north end of the Districts Inter River Park, and an area of forest alongside the cemetery.

The City's works yard, which is used for storing and repurposing excavated material for City sites, does not meet the following criteria from the Taxation Exemptions by Council Guidelines:

1.10 Organizations must offer services primarily to the broader community of citizens of the District of North Vancouver, and justify the need for that service;

For the purposes of general provisions 1.9 and 1.10, in establishing need for direct social, community, cultural or recreational services, the Community Services Advisory Committee has the power to make a distinction between addressing "need" and providing "choice" and will recommend to Council only those applications that address need.

The CSAC determined that the forested lands surrounding the cemetery, the two sports fields (leased by the District) at the north end of the Districts Inter River Park, and forested area alongside the cemetery meet the guidelines outlined in the Taxation Exemptions by Council Guidelines policy.

Because this is a unique situation, the CSAC's and District staff recommendations are to grant a PTE to the parcel for the areas, not including the area of land occupied by the works yard.

Based on the 2017 exempt assessment for the area of land surrounding the Cemetery, the taxable estimated financial impact amounts to \$85,083 (\$46,828 municipal and \$38,255 other agencies). In relation to the overall amount, \$9,546 in municipal taxes pertains to the area of land that is under lease agreement to the District, \$29,222 for the forested area occupied by the City, and \$8,060 for the works yard.

**SUBJECT: 2016 - 2019 Taxation Exemptions by Council Bylaw 8130, 2015,
Amendment Bylaw 8260, 2017 (Amendment 2)**

September 21, 2017

Page 5

Timing/Approval Process:

Pursuant to provision of the *Community Charter*, Council must adopt Permissive Tax Exemption Bylaws by October 31st of each year. Public notice must be provided in accordance with *Charter Section 227* prior to adoption of the Permissive Tax Exemption Bylaw.

Financial Impacts:

Based upon the report recommendation the general assessment valuation for the ten properties is \$14,941,300 and will result in \$52,927 in taxes exempted. In total, \$504,868 in tax exemptions are being provided by the program, with \$50,549 available for future utilization within a cap of \$555,417.

Due to the unique nature of the CNV property residing in the District of North Vancouver, staff recommends that this PTE be excluded from the cap given that the cap is intended for community services, arts and cultural activities and recreational services which are viewed as an extension of municipal services.

Social Policy Implications:

By providing PTEs to non-profit organizations that deliver preventative and support services, the District furthers the aims of social sustainability by leveraging our resources effectively to assist in meeting the needs of people in our community.

Options:

The following options are available for Council's consideration:

1. Approve the recommendations of the Community Services Advisory Committee regarding Permissive Taxation Exemptions for 2016 - 2019 Taxation Exemptions by Council Bylaw 8130, 2015, Amendment Bylaw 8260, 2017 (Amendment 2)
2. Deny the permissive tax exemptions applications,
3. Advise staff to contact the applicants and advise them to re-apply in 2019 so that Council can consider all of the permissive tax exemptions at one time.

Respectfully submitted,



Cristina Rucci, RPP, MCIP
Social Planner

Attachment 1: 2016 - 2019 Taxation Exemptions by Council Bylaw 8130, 2015, Amendment Bylaw 8260, 2017 (Amendment 2)

Attachment 2: Taxation Exemptions by Council Guidelines

Attachment 3: Excerpt from Community Charter

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>SW</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	_____		

The Corporation of the District of North Vancouver

Bylaw 8260

A bylaw to exempt certain lands and improvements from municipal taxation

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

1. Citation

This bylaw may be cited as “2016 – 2019 Taxation Exemptions by Council Bylaw 8130, 2015, Amendment Bylaw 8260, 2017 (Amendment 2)”.

2. Amendment

The 2016 – 2019 Taxation Exemptions by Council Bylaw 8130 is amended as follows:

a) The following subsections are added to Section 2.a. and are exempt from taxation for the remaining two years (2018 – 2019):

- “13. 18th Street Community Care Society (18th Street Society) – group home. Lot 17, District Lot 2003, Plan 14360, PID: 004-231-023, (1063 Hendecourt Road, registered in the name of the MTR Asset Management Society - Roll # 051-1436-0160-1);
14. 18th Street Community Care Society (18th Street Society) – group home. Lot 11, Block 1, District Lot 2025, Plan 13004, PID: 008-749-001, (821 East 29th Street, registered in the name of the MTR Asset Management Society - Roll # 050-0742-6330-7);
15. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 4, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form V, PID: 030-005-094, (104-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association – Roll # 051-4037-1104-5);
16. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 22, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form V, PID: 030-005-272, (204-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association – Roll # 051-4037-1122-3);

17. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 41, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form V, PID: 030-005-469, (304-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association – Roll # 051-4037-1141-X);
 18. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 60, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711 together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form V, PID: 030-005-655, (404-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association – Roll # 051-4037-1160-6).”
- b) The following subsection is added to Section 2.b. and is exempt from taxation for the remaining two years (2018 – 2019):
- “5. The Corporation of the City of North Vancouver. Exemption only for portion of land identified on attached map Schedule A. District Lot 1620, Group 1 New Westminster District, PID: 025-906-224, (registered in the name of The Corporation of the City of North Vancouver – Roll # 090-0675-3800-2).”
- c) The following subsections are added to Section 2.j. and are exempt from taxation for the remaining two years (2018 – 2019):
- “20. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Amended Lot 12 (see 387078L), Block 14, District Lot 553, Plan 1815, PID: 014-266-423, (951 Hendry Avenue, registered in the name of the North Shore Disability Resource Centre Association - Roll # 080-0177-1000-6);
 21. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 3, Block 69, District Lot 598, Plan 18101, PID: 007-231-407, (750 West 23rd Street, registered in the name of the North Shore Disability Resource Centre Association - Roll # 011-1810-1020-8);
 22. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 55, District Lot 2025, Plan 17012, PID: 007-333-544, (2000 Rufus Drive, registered in the name of the North Shore Disability Resource Centre Association - Roll # 050-1701-2540-8).”

READ a first time

READ a second time

READ a third time

NOTICE given in accordance with Section 227 of the *Community Charter* on

ADOPTED

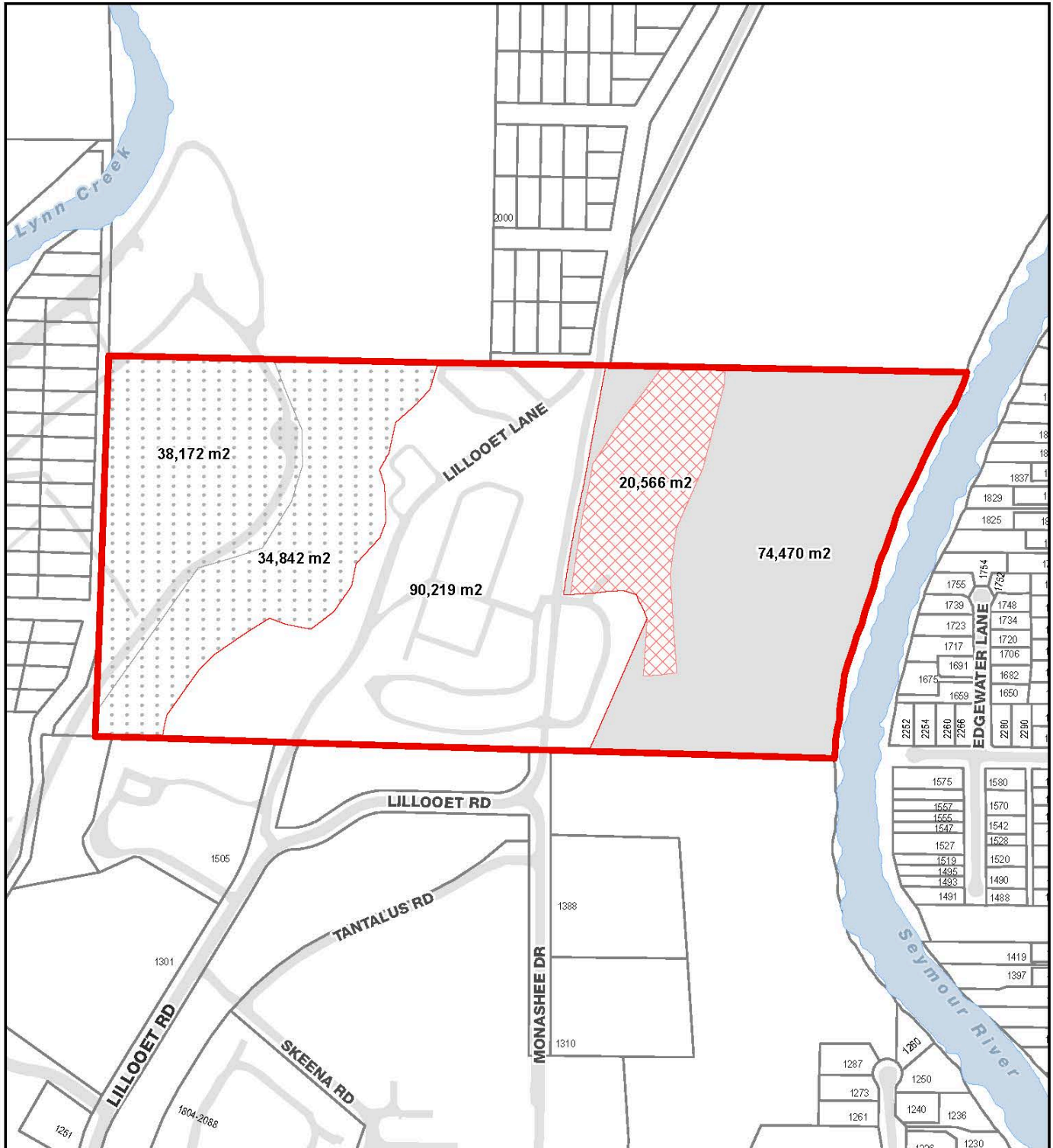
Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A
2016-2019 Taxation Exemptions by Council Bylaw 8130, 2015
Amendment Bylaw 8260, 2017 (Amendment 2)



- Parcel
- Cemetery
- CNV Works Yard (Taxable Portion)
- CNV Parkland
- DNV Parkland





The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Finance	5
Sub-Section:	Permissive Tax Exemptions	1970
Title:	TAXATION EXEMPTIONS BY COUNCIL GUIDELINES	3

POLICY

The *Community Charter* provides that on or before October 31 in any year, Council may, by bylaw, exempt land and/or improvements from municipal property taxes. In addition to the *Community Charter* requirements, those organizations applying for exemption must comply with the guidelines set out in this policy.

REASON FOR POLICY

The Council recognizes that such organizations contribute to the well being of the citizens of the Municipality and to the improvement of their quality of life, and that exemption from taxation by Council may effectively promote enhanced community services.

AUTHORITY TO ACT

Retained by Council

PROCEDURE

Criteria for Taxation Exemption by Council

Exemptions provided for in Section 224 (General Authority for Permissive Tax Exemptions) and covered by these guidelines are at the discretion of Council. There is no obligation to give an exemption. Council may also consider partial exemptions of less than 100%.

A financial cap equal to 0.6% of the tax levy applies to Section 224 exemptions only and specifically exclude Section 225 (Partnering, heritage, riparian and other special exemption authority) or Section 226 (Revitalization tax exemptions). When the funding requested exceeds the financial cap of 0.6% of the tax levy, the Community Services Advisory Committee has authority to allocate funds to applicants (within the limits of the financial cap) in the best interests of the District and make its recommendation to council. Under this authority some applicants might receive 100% of a funding request while other applicants might receive less than 100%.

Council may impose restrictions on the use of the property and may require the applicant to enter into an operating agreement or other legal agreement as a condition of an exemption. (eg: a requirement that sports groups be open to the public on Saturdays).

Organizations applying for taxation exemptions must successfully meet each general criteria.

1.0 General Criteria

- 1.1 Exemptions are based on the Section 224 use of the property, not on the charitable status of the organization as a whole.
- 1.2 In the case of non-profit organizations seeking permissive tax exemption on private property, only private property that is entirely used for charitable, philanthropic will be considered for exemption (ie: no partial exemptions based on portions of property used for charitable or philanthropic).
- 1.3 The operations of the applicant on the property must be consistent with municipal policies, plans, bylaws, codes and regulations.
- 1.4 In the case of non-profit organizations seeking tax exemption, only property that is utilized to provide services for and/or to support to all District residents, without discrimination, will be considered.

- 1.5 PTEs will not be considered where Council believes that an exemption will result in the inappropriate downloading of responsibilities and costs of other levels of government to local taxpayers.
- 1.6 Organizations that disparage others are not eligible for a Permissive Tax Exemption.
- 1.7 Receipt of a Permissive Tax Exemption will be taken into consideration when organizations apply for other municipal grants.
- 1.8 Organizations must meet the guidelines of section 224 of the Community Charter;
- 1.9 Organizations must be non-profit and must provide needed:
 - direct social & community services to District residents; or
 - arts and cultural activities of demonstrable benefit to District residents and that can be reasonably considered to provide a unique extension of municipal arts and cultural services; or
 - recreational services to District residents that can reasonably be considered an extension of municipal recreational services,
- 1.10 Organizations must offer services primarily to the broader community of citizens of the District of North Vancouver, and justify the need for that service;

For the purposes of general provisions 1.9 and 1.10, in establishing need for direct social, community, cultural or recreational services, the Community Services Advisory Committee has the power to make a distinction between addressing “need” and providing “choice” and will recommend to Council only those applications that address need.
- 1.11 Organizations must show evidence of ongoing, active volunteer involvement;
- 1.12 Organizations must present proof of financial responsibility and accountability;
 - The organization must provide any financial information and supporting information requested and, at a minimum, provide the previous year’s financial statements as per Section 7.1.
 - In assessing applications, the DNV will consider the ability of the organization to raise its own revenues.
- 1.13 Organizations must provide evidence of seeking funding from other sources, including exemptions from other levels of Government;

2.0 Applications

- 2.1 Application Form - The application form supplied by the municipality must be utilized by all applicants for tax exemption. The application form requires organizations to:
 - 2.1.1 declare under which subsection of section 224(2) of the *Community Charter* they are claiming the exemption;
 - 2.1.2 provide a full description of the organization, its purposes and programmes;
 - 2.1.3 provide all necessary documentation to support the status they claim; and
 - 2.1.4 provide financial statements in accordance with section 7 of this policy.
- 2.2 Completeness of Information Supplied - Unless all required information is supplied or a suitable explanation offered as to why this information cannot be supplied, the tax exemption application will not be considered.

2.3 Deadline - The deadline for applications in any year shall be set by the Community Services Advisory Committee and be strictly adhered to. The deadline must be on or before April 30th of the year preceding the year of tax exemption. Applications received after the deadline will only be considered if they meet the criteria under Section 2.4

2.4 Applications for Exemption Received after the Deadline – Subject to the provisions of the *Community Charter*, requests for exemption by Council which are received after the deadline will only be considered if they meet the following conditions:

2.4.1 The application complies with the tax exemption by Council guidelines as outlined in Section 1.0 of this policy;

2.4.2 The requirement for exemption was not reasonably foreseeable at the date of the deadline for exemptions for the current period;

2.4.3 Adequate justification is provided for not meeting the deadline for application for exemption for the current period.

2.4.4 A taxation exemption application form is completed.

Staff will review any application received after the deadline and provide recommendations to Council.

3.0 Review Process

3.1 Applications will be received by staff.

3.2 In the second year of council's mandate, the applications will be reviewed by the Community Services Advisory Committee, working with a staff liaison. A report and the necessary bylaw will be prepared for Council consideration by August 31st. Additional material, including completed applications, will be forwarded to Council only if specifically requested by Council.

3.3 Council approves a Permissive Tax Exemption bylaw once every three years in the second year of a Council's three year mandate. The bylaw is in effect for a three year period. The bylaw is supported by a full review of all applications.

3.4 New applications received in years one and three of a council mandate, will only be considered if there is room in the financial cap, if Council deems a service to be a District service or deems there to be a community "need".

3.5 Once Permissive Tax Exemption applications have been reviewed by the Community Services Advisory Committee and, it is confirmed that the total applications exceed the financial cap of .6% of the tax levy, the Community Services Advisory Committee will have the authority to allocate funds to applicants within the limits of the financial cap and make their recommendation to council. Staff will work with the Committee to establish allocation mechanisms.

4.0 Publication of Taxation Exemptions by Council Process and Criteria

4.1 The District Taxation Exemptions by Council Process and Guidelines will be publicized by posting a notice advising the Community of the Tax Exemption by Council process and criteria.

4.2 Taxation Exemptions by Council will be reported annually.

5.0 Council to Provide Notice of Permissive Tax Exemptions Prior to Adoption of Bylaw

- 5.1 Pursuant to Section 227 of the *Community Charter*, prior to adoption of a proposed bylaw to exempt property from taxation, Council is required to give notice of the bylaw. The notice must:
 - 5.1.1 identify the property that would be subject to the bylaw,
 - 5.1.2 describe the proposed exemption,
 - 5.1.3 state the number of years that the exemption may be provided, and
 - 5.1.4 provide an estimate of the amount of taxes that would be imposed on the property if it were not exempt, for the year in which the proposed bylaw is to take effect and the following 2 years.

6.0 Acknowledgement of Taxation Exemptions by Council

- 6.1 All recipients of tax exemptions from the District of North Vancouver are required to publicly acknowledge the exemption.
- 6.2 This information is to be communicated to all beneficiaries, either in the local newspaper or through a letter, as well as, if applicable, in a prominent location in their publication.
- 6.3 If such publication lists community and government organizations in North Vancouver, such a list should also include the Council of the District of North Vancouver.

7.0 Accountability

- 7.1 When applying for a taxation exemption by Council, or upon request, the applicant will supply an audited financial statement for the most recent fiscal year, or where audited financial statements are not available, the applicant will supply financial statements that have been verified as correct by two signing officers from the organization.

Approval Date:	May 6, 2002	Approved by:	Regular Council
1. Amendment Date:	September 10, 2007	Approved by:	Regular Council
2. Amendment Date:		Approved by:	
3. Amendment Date:		Approved by:	

Excerpt from Community Charter

General authority for permissive exemptions

224 (1) A council may, by bylaw in accordance with this section, exempt land or improvements, or both, referred to in subsection (2) or (3) from taxation under section 197 (1) (a) [*municipal property taxes*], to the extent, for the period and subject to the conditions provided in the bylaw.

(2) Tax exemptions may be provided under this section for the following:

(a) land or improvements that

(i) are owned or held by a charitable, philanthropic or other not for profit corporation, and

(ii) the council considers are used for a purpose that is directly related to the purposes of the corporation;

(b) land or improvements that

(i) are owned or held by a municipality, regional district or other local authority, and

(ii) the council considers are used for a purpose of the local authority;

(c) land or improvements that the council considers would otherwise qualify for exemption under section 220 [*general statutory exemptions*] were it not for a secondary use;

(d) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if

(i) the land or improvements are owned by a public authority or local authority, and

(ii) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;

(e) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if

(i) the land or improvements are owned by a person who is providing a municipal service under a partnering agreement,

(ii) an exemption under section 225 [*partnering and other special tax exemption authority*] would be available for the land or improvements in relation to the partnering agreement if they were used in relation to the service,

(iii) the partnering agreement expressly contemplates that the council may provide an exemption under this provision, and

(iv) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;

(f) in relation to property that is exempt under section 220 (1) (h) [*buildings for public worship*],

(i) an area of land surrounding the exempt building,

Attachment 3

(ii) a hall that the council considers is necessary to the exempt building and the land on which the hall stands, and

(iii) an area of land surrounding a hall that is exempt under subparagraph (ii);

(g) land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers is necessary to land or improvements so used or occupied;

(h) in relation to property that is exempt under section 220 (1) (i) [*seniors' homes*], (j) [*hospitals*] or (l) [*private schools*], any area of land surrounding the exempt building;

(i) land or improvements owned or held by an athletic or service club or association and used as a public park or recreation ground or for public athletic or recreational purposes;

(j) land or improvements owned or held by a person or organization and operated as a licensed community care facility or registered assisted living residence under the *Community Care and Assisted Living Act*;

(k) land or improvements for which a grant has been made, after March 31, 1974, under the *Housing Construction (Elderly Citizens) Act* before its repeal.

(3) The authority under subsection (2) (e) and (g) to (j) is not subject to section 25 (1) [*prohibition against assistance to business*].

(4) Subject to subsection (5), a bylaw under this section

(a) must establish the term of the exemption, which may not be longer than 10 years,

(b) may only be adopted after notice of the proposed bylaw has been given in accordance with section 227 [*notice of permissive tax exemptions*], and

(c) does not apply to taxation in a calendar year unless it comes into force on or before October 31 in the preceding year.

(5) Subsection (4) (a) and (b) does not apply in relation to exemptions under subsection (2) (f) and (h).

(6) If only a portion of a parcel of land is exempt under this section, the bylaw under this section must include a description of the land that is satisfactory to the assessment commissioner.

(7) A bylaw under this section ceases to apply to property, the use or ownership of which no longer conforms to the conditions necessary to qualify for exemption and, after this, the property is liable to taxation.

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>October 2, 2017</u>
<input type="checkbox"/> Other:	Date: _____

TL Dept. Manager	DM GM/ Director	cy FOA CAO
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The District of North Vancouver REPORT TO COUNCIL

September 21, 2017
File: 05.1930/2017

AUTHOR: Cristina Rucci, Community Planner

SUBJECT: "2016 – 2019 Taxation Exemptions or Places of Public Worship Bylaw 8131, 2015, Amendment Bylaw 8261, 2017 (Amendment 1)"

RECOMMENDATION:

THAT:

"2016 – 2019 Taxation Exemptions for Places of Public Worship Bylaw 8131, 2015, Amendment Bylaw 8261, 2017 (Amendment 1)" be now read a FIRST, SECOND and THIRD time.

REASON FOR REPORT:

In compliance with Section 224(2)(f) of the *Community Charter*, the necessary bylaw amendment to add a parcel in providing permissive tax exemptions to Places of Public Worship has been prepared for Council's consideration.

SUMMARY:

In order to provide permissive tax exemptions (PTEs), Council may, on or before October 31st of each year, adopt a bylaw to exempt certain lands or improvements (or both) from municipal taxation, including property related to buildings for public worship.

BACKGROUND:

An application for PTE has been received from North Shore Pacific Grace MB Church located at 515 West Windsor Road. The proposed exemption is for the area of land surrounding the exempt building that is utilized for public worship purposes.

EXISTING POLICY:

Community Charter

Although the *Community Charter* provides for statutory exemptions under Section 220 (1)(h) for buildings set apart for public worship and the land on which the building stands, Council has the authority, by bylaw, under Section 224(2)(f) of the *Charter* to grant permissive exemptions for:

- i. An area of land surrounding the exempt buildings,
- ii. A hall that the council considers is necessary to the exempt building and the land on which the hall stands; and
- iii. An area of land surrounding a hall that is exempt under subparagraph (ii).

ANALYSIS:

Council may grant a PTE for the land surrounding, as well as buildings related to, the place of public worship, as long as the property has a general statutory exemption applied under the *Charter* Section 220 (1)(h). While Section 224(5) of the *Community Charter* states that the bylaw adopted by Council with regards to Places of Public Worship does not need to; (a) establish a term for the exemption, or (b) give notice of the proposed bylaw, the bylaw attached aligns to the same four-year time frame as set through Taxation Exemptions by Council Guidelines.

Timing/Approval Process:

Pursuant to provision of the *Community Charter*, if Council wishes to exempt the buildings and lands noted in this report, Council must adopt the Places of Public Worship Bylaw by October 31st of the current year.

Financial Impacts:

If Council were to approve the recommendation for exemption for this parcel, the total 2017 exempt assessments would be \$461,000 and the related 2017 tax exemption would be \$2,206.

Respectfully submitted,

 for 
Cristina Rucci, RPP, MCIP
Community Planner

Attachment 1: 2016 – 2019 Taxation Exemptions for Places of Public Worship Bylaw 8131, 2015, Amendment Bylaw 8261, 2017 (Amendment 1)

REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev.	_____	
<input type="checkbox"/> Development Services	_____	
<input type="checkbox"/> Utilities	_____	
<input type="checkbox"/> Engineering Operations	_____	
<input type="checkbox"/> Parks	_____	
<input type="checkbox"/> Environment	_____	
<input type="checkbox"/> Facilities	_____	
<input type="checkbox"/> Human Resources	_____	
<input type="checkbox"/> Clerk's Office	_____	
<input type="checkbox"/> Communications	_____	
<input checked="" type="checkbox"/> Finance	<u> <i>CR</i> </u>	
<input type="checkbox"/> Fire Services	_____	
<input type="checkbox"/> ITS	_____	
<input type="checkbox"/> Solicitor	_____	
<input type="checkbox"/> GIS	_____	
<input type="checkbox"/> Real Estate	_____	
External Agencies:		
<input type="checkbox"/> Library Board	_____	
<input type="checkbox"/> NS Health	_____	
<input type="checkbox"/> RCMP	_____	
<input type="checkbox"/> NVRC	_____	
<input type="checkbox"/> Museum & Arch.	_____	
<input type="checkbox"/> Other:	_____	

The Corporation of the District of North Vancouver

Bylaw 8261

A bylaw to exempt from taxation certain places of public worship

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

1. Citation

This bylaw may be cited as “2016 – 2019 Taxation Exemptions for Places of Public Worship Bylaw 8131, 2015, Amendment Bylaw 8261, 2017 (Amendment 1)”.

2. Amendment

The 2016 – 2019 Taxation Exemptions for Places of Public Worship Bylaw 8131 is amended as follows:

- a) The following subsection is added to Section 2.1. and is exempt from taxation for the remaining two years (2018 – 2019):

- “v. Lot J, Block 4, South East ¼ of District Lot 617, Plan 1229, PID: 014-851-318, Roll # 030-0379-0000-5 (The B.C. Conference of the Mennonite Brethren Churches, 515 West Windsor Road).”

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

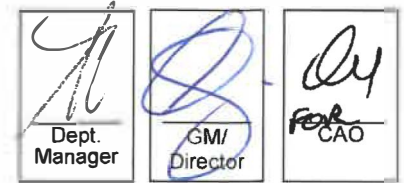
Municipal Clerk

Certified a true copy

Municipal Clerk

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>OCT 2, 2017</u>
<input type="checkbox"/> Council Workshop	Date: <u>J. 21 2017</u>



The District of North Vancouver REPORT TO COUNCIL

September 13, 2017

File: 13.6770

AUTHOR: Fiona Dercole
Section Manager, Public Safety

Guy Exley
Community Forester

SUBJECT: Wildland-Urban Interface Fire Risk Management

RECOMMENDATION:

THAT Council commits to supporting the two grant applications under the UBCM Strategic Wildfire Prevention Initiative as attached to the September 13, 2017 report of the Section Manager – Public Safety, and commits to providing overall grant management for the following projects:

1. CWPP Update (Attachment 1)
2. Operational Fuel Treatment SWPI-688 (Attachment 2)

REASON FOR REPORT:

The District meets the prerequisites and has received provisional approval from UBCM for funding for two projects under the Strategic Wildfire Prevention Initiative. UBCM requires a Council resolution for each project. Staff are seeking Council resolutions in support of two separate but related grant applications.

SUMMARY:

The District's Climate Change Adaptation Strategy identifies wildfire as the top threat related to climate change - due to longer, drier and warmer summers. Several District divisions, along with external stakeholders, have been working collaboratively over the past 10 years to implement the recommendations in the 2007 Community Wildfire Protection Plan (CWPP). Substantial progress has been made in emergency planning, policy development, public communication initiatives and fuel treatment projects. 36 of the 38 recommendations are now complete, with the exception of the ongoing operational fuel treatment projects and the development of a post-fire rehabilitation plan. The current CWPP was completed in 2007 and is due for an update. The District has received provisional approval from UBCM for two projects – an update to the CWPP and an operational fuel treatment project to treat 17Ha comprised of Braemar Park/St. Mary's and Mountain Highway/Hoskins.

BACKGROUND:

The District's CWPP was prepared by BA Blackwell & Associates in 2007. The plan contains an assessment of fuel types and assets exposed to wildfire hazard across the District, and a set of recommendations aimed at reducing wildfire risk to people, infrastructure and the environment, with the focus on areas along the wildland-urban interface (WUI) zone. The recommendations within the CWPP are organized into the following categories: communication and education, structure protection, training, emergency response, vegetation management and post-fire rehabilitation. In May 2007, District Council received the CWPP and directed Staff to develop an implementation plan. In June 2011 and January 2016 Council received updates on CWPP implementation progress.

EXISTING POLICY:

Tree Protection Bylaw 7671, 2012

Tree Work in the District Corporate Policy

Official Community Plan: Schedule B, Wildfire Hazard Development Permit Area, 2012

ANALYSIS:

Projected increases in the frequency and severity of wildfires as a result of longer, drier and warmer summers is a top threat to the District due to climate change. Invasive species are also anticipated to become more prevalent with climate change, which will decrease forest health and result in the forest being more susceptible to a rapidly spreading wildfire. Post-fire, steep terrain is highly vulnerable to landslides and debris flows due to increased runoff as a result of a lack of forest canopy.

The 2007 CWPP provided 38 recommendations for wildfire mitigation, preparedness, response and recovery. District Staff and external stakeholders have worked collaboratively to implement the recommendations in the following areas:

1. Structure Protection

The Wildfire Development Permit Area (DPA) was adopted by Council in 2012 as part of Schedule B in the District's Official Community Plan. The Wildfire DPA includes a requirement for a qualified professional forester with a specialty in wildfire risk management to prepare a wildfire hazard report that makes recommendations about fire risk reduction measures related to construction practices, building materials, access/egress, defensible space, and vegetation management on private property. A post-construction follow up assessment by a qualified professional is also required. Since adoption of the bylaw, 180 homes in the Wildfire DPA have been constructed to be more resilient to wildfire. The District leads the way for municipal governments in Canada with regards to wildfire development permit area policy.

2. Vegetation (Fuel) Management

The CWPP identified 70 hectares (Ha) of high risk fuel types. Following the successful fuel management pilot project at Grousewoods in 2008, 33 Ha have now been treated through cost-sharing opportunities with UBCM. An additional 17Ha have recently become eligible for treatment and the District has received conditional approval from UBCM, pending this Council resolution. The 17Ha are comprised of Braemar Park & St. Mary's (9.6Ha – Attachment 3) and Mountain Highway & Hoskins (6.9Ha – Attachment 4). The goal of the fuel management projects are to reduce the potential for fire to spread rapidly

by removing excessive 'ladder' fuels (small trees and brush that can help a fire spread from the ground to the tree canopy), and accumulations of dried branches, leaves, and other organic materials that easily catch fire.

The Strategic Wildfire Prevention program is funded by the Province of BC and administered by UBCM. Grants are available for wildfire mitigation projects. The cost-sharing agreement varies but the District has typically received approximately 70% funding for the fuel treatment projects. The fuel treatment work is aimed at establishing a contiguous shaded fuel break along the wildland-urban interface of the municipality. The fuel treatments are typically effective for 10-15 years before they need to be revisited.

3. Emergency Response

In the event of a wildland urban interface fire, the District has planned for a cooperative and coordinated response with Metro Vancouver Watershed Protection (Metro), BC Coastal Fire, District of West Vancouver (DWV) and City of North Vancouver. Multiagency fire response command structures have been discussed and agreed upon through a series of tabletop and full scale exercises. Excellent working relationships between agencies are developed through planning for these exercises and through the North Shore Interface Fire working group.

Cross training occurs between all response agencies to enable working seamlessly together. DNVFRS maintain a sprinkler protection unit (SPU), a wildland fire trailer and a Compressed Air Foam System (CAFS) response vehicle – all which are available for mutual aid response if required. Additional CAFS response vehicles and SPUs are available in the region. Annual training for all DNVFRS personnel occurs in-house and is led by members that have a background in wildland firefighting.

District Park Rangers and Arborists are trained to S-100 standards and maintain some basic wildland fire response equipment such as water bladders, portable pumps, PPE. Parks crews would work in a support role to DNVFRS and are primarily utilized for mop up after the fire, and to provide wildfire prevention education in parks.

District-wide evacuation strategies are being refined. The North Shore is part of a local government working group reviewing provincial evacuation processes, to ensure consistent messaging, and test the use of smartphones to conduct, track and monitor evacuation notification status. This technology was exercised during Operation Dry Lightning 2 in May for 650 DNV homes and second exercise focusing on evacuation was conducted in June 2017. The three North Shore municipalities have also identified potential access/egress locations, large vehicle turnarounds and key locations for traffic management and evacuee mustering.

Post-fire damage assessment procedures are in place. A damage assessment app that was developed by BC Housing, UBC, District GIS and North Shore Emergency Management was used in Fort MacMurray last year to support recovery operations.

4. Rehabilitation

Staff are in the early stages of developing the scope for a post-fire rehabilitation plan, based on priorities established in the *Forest Ecosystem Mapping and Framework for*

Ecosystem-based Management Report (B.A. Blackwell, 2010) and a Master's thesis prepared by a Forestry student entitled *Post Fire Forest Restoration Strategy on the North Shore: An Exploration of the Issues* (Israr, 2015).

5. Communication and Education

Ongoing communications and education promote awareness of the interface fire risk to residents and businesses. Weekly conference calls during periods of high or extreme fire hazard and seasonal readiness meetings between stakeholders across the North Shore have resulted in consistent public messaging. Wildfire hazard maps are available on GeoWeb in the Hazards application, along with public access to the CWPP and FireSmart educational information. Staff are available for media interviews and recently gave public presentation at Lynn Valley Library called "The Importance and Challenge of Wildfire" along with provincial governments representatives and forest ecology scientists from UBC and Tasmania.

The District has recently applied to UBCM for a grant to update our CWPP to reflect the work that has been accomplished to-date and re-evaluate fire risk due to climate change (Attachment 1). UBCM has approved our application pending this requested Council resolution, supporting the proposed activities and committing to overall grant management.

Timing/Approval Process:

Completion of the CWPP update is anticipated by mid 2018. Completion of the operational fuel treatment project is anticipated by March 2018.

Concurrence:

Community Forester, Parks, District Fire & Rescue Services, Planning, Permits & Bylaws, Finance and North Shore Emergency Management concur with this report.

Financial Impacts:

Funds for the District's share of the 2017 CWPP Update and the Operational Fuel Treatment project are provided for in the 2017 budget:

1. CWPP Update District share \$7,274; UBCM share \$21,821
2. Operational Fuel Treatment (SWPI-688) District share \$120,000; UBCM share \$356,084

Long-range financial planning includes operational fuel treatment projects over the next 5 years to complete the 70Ha of high risk fuel type, plus minor maintenance costs extending into the future. These projected costs are documented in the district's asset management plan.

Liability/Risk:

Completion of recommendations outlined in the CWPP reduces liability by demonstrating an ongoing work plan toward wildfire risk reduction.

Social Policy Implications:

Understanding, communicating and managing wildfire risk is integrated with community values of recreation, environmental protection, public safety and sustainability.

Environmental Impact:

Operational fuel treatment projects demonstrate the ecosystem restoration benefits and wildfire risk reduction in forests. This will pay long-term dividends and reduce the possibility of environmental impacts associated with wildfire. A healthy forest is more resilient to wildfire.

Public Input:

Community meetings are held prior to each operational fuel treatment project, and have been supported. Residents are generally aware of natural hazards associated with living in a mountainous forested environment and are prepared to share in the stewardship of our natural assets. The public was consulted on five different occasions via the OCP consultation process with regards to the Wildfire Development Permit Areas. Staff refined the DPAs based on community input before Council adopted Schedule B in 2012.

Conclusion:


Much work has been accomplished through collaboration, creativity, leveraging funding opportunities and community support. The District has demonstrated capacity to build resilience to protect people, infrastructure, environmental and recreational assets from wildfire, and is considered a leader in municipal government in mitigating and preparing for wildland-urban interface fires. Council resolutions are needed for two separate Strategic wildfire prevention initiative projects.

Recommendation:

THAT Council commits to supporting the two grant applications under the UBCM Strategic Wildfire Prevention Initiative as attached to the September 13, 2017 report of the Section Manager – Public Safety, and commits to providing overall grant management for the following projects:

1. CWPP Update
2. Operational Fuel Treatment SWPI-688

Respectfully submitted,


Fiona Dercole
Section Manager, Public Safety


Guy Exley
Community Forester

Attachments:

1. CWPP Update grant application
2. Operational Fuel Treatment SWPI-688 grant application
3. Map of treatment area - Braemar Park & St. Mary's
4. Map of treatment area - Mountain Highway & Hoskins

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	_____		

Strategic Wildfire Prevention Initiative

Community Wildfire Protection Plan & CWPP Update Program

2017 APPLICATION FORM (Updated)

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding application requirements, please refer to the *2017 Community Wildfire Protection Plan & CWPP Update Program & Application Guide (March 2017)*.

SECTION 1: APPLICANT INFORMATION

Local Government or First Nation: District of North Vancouver	Date of Application: April 28, 2017
Contact Person*: Fiona Dercole	Title: Section Manager - Public Safety
Phone: 604-990-3819	E-mail: dercolef@dnv.org

* Contact person must be an authorized representative of the applying local government or First Nation.

SECTION 2: PROJECT INFORMATION

1. NAME OF PROJECT.

District of North Vancouver Community Wildfire Protection Plan Update

2. CWPP DESCRIPTION. Please provide a geographic description of the proposed Area of Interest (AOI), including the estimated number of hectares to be included, and a rationale for the need for a CWPP.

The District of North Vancouver, situated on the north shore of Burrard Inlet at the foot of the Coastal Mountain Range, stretches from Indian Arm in the east to the Capilano River Canyon in the west. The District has a population of 85,935 and a total land area of 160.76 square km (2016 Census). Within District boundaries there is a mix of residential, commercial, heavy industrial, and waterfront properties as well as a large area of wildland including three river canyons (Capilano River, Lynn Creek and Seymour River). Park land makes up a full 20% of the District, including such features as Grouse Mountain, Lynn Canyon and Mount Seymour Provincial Park.

While the probability of fire in coastal communities is substantially lower when compared to the interior of British Columbia, the consequences of a large fire is likely to be very significant to the community given population size, land values at risk, environmental impacts, tourism and recreational values, and secondary risk factors such as landslides and debris flows from the steep slopes found on the north shore.

There are two Municipal watersheds (Capilano and Seymour) that provide drinking water to the Greater Vancouver Region of Southwestern British Columbia. Wildfire is a natural disturbance agent in these heavily forested coastal watersheds that has the potential to negatively impact water quality, public safety and property, and air quality. Historically these areas have been exposed to low frequency (300-600 years), high severity stand replacement fires that have the

potential to significantly alter physical and chemical water properties. Although the probability of large wildfires within these watersheds is generally considered low, the consequences associated with a large wildfire could be devastating to both the watersheds and the adjacent interface communities.

The previous 2007 AOI area was approx. 56,000 ha and the proposed 2017 AOI is approx. 15,000 ha. The proposed AOI is a combination of both the District of North Vancouver (DNV) administrative boundary and the Wildland Urban Interface (WUI) 2 km buffer (see AOI previous map). In order to create the propose AOI: all areas within the WUI 2 km buffer that are within the DNV administrative boundary were included as part of the AOI; with one exception. This exception includes the area at the farthest northeast corner where there is no other bordering municipal boundary. In the case of this northeastern corner, this small area was retained as part of the AOI.

Is this application for a CWPP Update?

Yes No

If yes, please refer to Section 3 of the Program & Application Guide (Eligible Projects) and provide a detailed rationale for updating an existing CWPP:

The 2007 CWPP is out of date. It is 10 years old, does not meet the standards of the CWPP Template and does not meet current standards for spatial data or Wildfire Threat Assessment worksheets. A copy of the 2007 CWPP has been attached for reference.

For example the 2007 CWPP data pre-dates the 2015 Provincial Strategic Threat Analysis data, the plan is no longer aligned with the current PSTA (it pre-dates the 2015 PSTA data) and is no longer aligned with significant fuel treatments and FireSmart activities that have been implemented since 2007 (as per ha treated details).

To date, of the identified 70 hectares (ha) of high risk fuel type identified in the 2007 CWPP, the District has successfully completed operational fuel management projects totalling 33ha, with 11.2ha completed March 2016 and a further 17ha under a current operational fuel management funding application.

Since the original CWPP was completed that used population data from the 2001 Census, the District has had a 4.2% increase in population (2016 Census). This increase is likely to rise significantly in the future as plans for new town centres (Capilano, Seylynn, Lynn Valley) with high density housing (towers) are now in progress.

The District has also experienced significant increase in recreational activity in the WUI in especially in respect to mountain biking trails (the District Parks Trails Coordinator indicated at least a 100% increase in recent years).

The District has recently completed a Climate Change Adaptation Strategy that indicates that wildfire risk is the hazard of greatest concern as our summers become warmer, drier and longer. Several must-do actions have been identified to become more resilient to wildfire, including the development of a post-wildfire forest restoration plan, a provision of water strategy under drought conditions and on-going fuel management.

A Wildfire Development Permit Area (DPA) was adopted as bylaw in July 2012 as part of the Official Community Plan. Since this DPA was adopted, land development has significantly increased in recent years with the initial permits issued 2013 of 21 to now averaging 40 permits per year 2014 to date (double than the anticipated 20 to 25 per annum). In total 152 permits have now been administered (please see attached map detailing the DPA locations).

Due to the significantly increasing land values (\$1.5 million for an average single family lot on the interface area and many cases almost a 70% to 100% increase since 2012 assessed values) the District is receiving applications and/or pre-screening meetings to develop vacant lots that were previously economically unviable due to the remote locations and/or difficulty in providing access. Some of these sites are above our fuel treated areas and natural fire breaks such as transmission line corridors and therefore modifying the District's wildland urban interface areas.

The District has recently experienced two house fires in remote locations, those being Best Point

Indian Arm (boat access only) and 5053 Skyline Dr, both of which had very challenging fire access points resulting in complete destruction of the dwelling. Luckily both fires occurred during the fall/winter period and didn't result in a major wildfire fire but the Fire Department made it clear that if these did occur in the dry summer months a major wildfire would have very likely resulted.

3. MOUNTAIN PINE BEETLE AFFECTED TIMBER. Please indicate if the AOI includes land with Mountain Pine Beetle fuel type.

Yes No

4. COMMUNITY ENGAGEMENT. Please describe all community involvement in wildfire risk mitigation in the past 2 years (as described in Sections 5 and 6 of 2017 CWPP Template), including:

Fuel management: Prior to treatments the residents in areas where fuel management is proposed are sent information letters that also include an invite to attend public open house meetings to learn more about the project and discuss wildfire risk with DNV staff and the District appointed wildfire consultant. A Power Point presentation is given at these meetings. The District has held three meetings within the past 2 years.

Immediately prior to and during treatment works information signage is placed at strategic access points to provide public information about the fuel reduction works and provide the Community Forester contact details for any queries.

Approximately 4 months prior to any treatment works local stakeholder groups such as Stream Keepers, Northshore Wetland Partnership, Northshore Mountain Bikers Association are contacted with the project details and follow up site meetings held when requested.

Wildfire Fuel Treatment presentation to the Parks and Natural Environment Committee (PNEAC) May 25, 2016. The PNEAC provides an informed community perspective on parks and environmental issues, and fosters, promotes, enhances, and supports parks and environmental issues within the municipal government and the community.

FireSmart planning and activities: Two strata developments adjacent to high risk fuel types have been engaged to discuss FireSmart in decision making for building maintenance and renewal activities such as re-roofing and siding selection, and landscaping management. FireSmart planning grant application will be forthcoming in the next round.

District Council Workshop June 20, 2016 on Wildland-Urban Interface Fire Risk Management staff presentation to Council updating progress on CWPP recommendations, operational fuel treatments and how the future climate models may affect wildfire risk to the community. Council were informed of the need to update the CWPP and an application would be made to UBCM for funding. This workshop was also open to and attended by the public.

Community education: Wildfire danger rating information is displayed on the District's website, Firehalls and City Hall. During high to extreme risk levels, the Parks department posts public notices in parks and at trail heads, and where appropriate, implement fire and smoking restrictions.

The District's Fire Hall No.3 has a FireSmart Showroom open to the public to visit to see examples of FireSmart principles and talk to staff about reducing fire risk to their property.

Local government wildfire response resources: District-wide evacuation guidelines have been developed. In addition, an area-specific evacuation plan has also been developed in conjunction with the community for isolated, higher risk neighbourhoods of woodlands, Cascades and Sunshine Falls.

District of North Vancouver Fire & Rescue Services, along with the Community Forester, Public

Safety Manger, Parks Managers and the North Shore Emergency Management Office regularly participate in multi-agency activities and meetings (including neighbouring jurisdictions, Metro Vancouver, Coastal Fire Centre personnel and local ski resorts) to share ideas, resources and test communications systems and protocols. Several wildfire response exercises have been held in the District, with another functional multiagency exercise (Operation Dry Lightening 2) that took place Spring 2016.

DNVFRS maintains a wildland fire response trailer, a sprinkler protection unit and a compressed air foam truck. DNV Parks maintains PPE, a water tender trailer and mop up equipment. All Parks and Fire personnel are trained to S100 and several DNVFRS members are instructors with previous wildland fire suppression experience.

Other: The District has recently completed a Climate Change Adaptation Strategy that indicates that wildfire risk is the hazard of greatest concern as our summers become warmer, drier and longer. Several must-do actions have been identified to become more resilient to wildfire, including the development of a post-wildfire forest restoration plan, a provision of water strategy under drought conditions and on-going fuel management.

5. CONSULTATION WITH FUEL MANAGEMENT SPECIALIST OR LIAISON. Please describe how the Fuel Management Specialist was consulted in advance of submitting this application.

Tony Botica through email contact April 13, 2017.

6. REVIEW OF PROJECT/APPLICATION. Were any other agencies consulted in the development of the project and/or application prior to submission? Please check all that apply, add contact names and provide any available supporting documentation.

BC Wildfire Service. Contact person(s):
Tony Botica, Fuels Management
Specialist, Coastal Fire Centre

Local fire officials: Vic Penman, DNV Fire
Chief

Land manager (e.g. MFLNRO resource
district of BC Parks). Contact person:
Susan Rogers: Manager - Parks
Wayne Mascall: Section Manager -
Natural Parkland

First Nations' Emergency Services Society.
Contact person:

Area-based tenure holders. Contact person:

Other:

7. CONSULTANT INFORMATION. If a consultant is being used to do some or all of the work, please describe how you will select a qualified individual:

Open to B.C. Bids and conducted through an RFP competitive bid process and evaluation matrix.

If possible, please include the name(s) of the consultants(s).

CWPP Consultant: To be determined

GIS Consultant: To be determined

Eligible activities and costs are outlined in Section 5 of the Program & Application Guide (Eligible & Ineligible Costs & Activities).

In Section 3, please include all proposed eligible costs for the development/update of your CWPP and provide a description of each proposed cost.

SECTION 3: PROPOSED ACTIVITIES & COSTS	
Activity	Proposed Cost
<p>Consultation with the Fuel Management Specialist or Liaison, land manager, other local governments, or other stakeholders regarding the proposed CWPP. <i>This activity may take place within 12 months prior to application submission. Please describe:</i> Consultation with Fuel Management Specialist at the Coastal Fire Centre (BCWS), land manager (e.g. Sea to Sky Natural Resource District, BCWS Fraser zone staff and key stakeholders such as Metro Vancouver. There will be also communications with critical infrastructure asset holders such as BC Hydro. Consultant engagement of internal staff (DNVFRS, Public Safety, Planning and Bylaw, Engineering, Parks and Environment, as applicable) will include development of survey, meeting, and follow up. Consultant time is estimated at 18 hrs @ \$65/hr.</p> <p>Consultant rates for this and other activities below completed by consultant are expected to be \$85/hr for senior RPF, \$65/hr for junior professional/technical staff, and \$70 for GIS Consultant.</p> <p>In-kind costs District staff consultative time circa 4hrs (meetings/working group/survey):</p> <p>Community Forester@ \$40 per/hr = \$160</p> <p>Parks Manager</p> <p>Public Safety Manager</p> <p>Assistant Fire Chef</p> <p>Environment Manager</p> <p>Manager scales \$50+ per/hr total = \$800</p>	\$2,130.00
<p>Information sharing with First Nations, as required by the land manager <i>This activity may take place within 12 months prior to application submission. Please describe:</i> Information sharing will take place with Squamish First Nation and Tsleil-Waututh, and other First Nations (potentially 13), as identified, regarding the CWPP and locations or potential for possible cultural values at risk requiring protection consideration. First Nations stakeholders will receive draft CWPP to provide feedback. Information sharing/ consultation and input will also help to inform Section 3.3. Steps for information sharing include: development of official referral letter, creation of information sharing package (maps, explanation of CWPP, CWPP draft), referring to consultative areas database, initial phone calls, engagement with land manager specific to First Nations relations, request for archaeological data (MFLNRO Archaeology Branch as/if necessary, preparation of spatial data, follow up email), emailing referrals, and follow- up communications including phone and email. Consultant time is estimated at 12 hrs @ \$65/hr.</p>	\$780.00
<p>Preparation of the CWPP, including data collection, related to the following required sections of the CWPP template:</p>	

<p>Sections 1 & 2: Introduction and local area description. <u>Please describe:</u> Research, data collection, data analysis, information synthesis, define objectives and writing would be included under this activity. This would also include review of adjacent CWPPs (as applicable), emergency plans, higher level plans, legislation, fire management plans, and current industry or ministry planning. Development of sections 1 and 2 in the template would include writing, editing, inserting graphics/ formatting, sending for review, and incorporating input into final document. Consultant time is estimated at 15 hrs @ \$65/hr.</p>	<p>\$975.00</p>
<p>Section 3: Values at risk. <u>Please describe:</u> All values at risk within the AOI will be identified and categorized (includes field and field travel, photo documentation, qualitative assessments), including, but not limited to: critical infrastructure and structure updating (density), environmental values (species at risk, spatially explicit legal orders protecting environmental values), cultural values (archaeological values, historical values), other resource values (ALR, timber, water, etc.), and hazardous values which may pose a threat to public safety in the event of an interface fire. Development of section 3 in the template will include writing, editing, inserting graphics, sending for review, and incorporating input into final document. Consultant time is estimated at 4.5 hrs @ \$85/hr and 35.5 hrs @ \$65/hr.</p>	<p>\$2,690.00</p>
<p>Section 4: Wildfire threat and risk. <u>Please describe:</u> New wildfire threat assessment for the study area will be completed according to 2017 methodology. This includes plots to confirm PSTA data/ threat (field and field travel time), field data organization, fuel type correction (desk-top), ground-truthing (field), communications with BCWS regarding fuel type change rationale, updating spatial data (fuel type) with field confirmation, GIS analysis (applying appropriate values from visited polygons to polygons of relative similarity/ 'cross-walking, weighting, etc.) and then formulating Local Wildfire Risk Score (separate GIS process). The cost here also includes the time to develop the document section 4, as well as the underlying analysis to formulate the content. Consultant time is estimated at 4 hrs @ \$85/hr, 36 hrs @ \$65/hr and 63 hrs @ \$70/hr (GIS Consultant).</p>	<p>\$7,090.00</p>
<p>Section 5: Risk management and mitigation factors. <u>Please describe:</u> This includes development of the introduction of Section 5, identification of the District's main risks and challenges which will impact available risk mitigation options. This activity also includes the development of Sections 5.4 and 5.5 that are not included in the activities below. (editing, formatting, incorporating input from various stakeholders). Consultant time is estimated at 1 hr @ \$85/hr and 11 hrs @ \$65/hr.</p>	<p>\$800.00</p>
<p>5.1: Fuel Management. <u>Please describe:</u> This includes plots to guide prioritization of potential treatment areas, and identification of potential landscape level and FireSmart level treatment areas (desk-top), confirmation (ground-truthing/reconnaissance, and refinement). Refinement will be based upon field and desk-top identification of other values on the landbase, proximity to values at risk, non-fuel anchor locations, operational limitations, etc.</p> <p>Development of section 5.1 will include writing, editing,</p>	<p>\$5,498.00</p>

<p>incorporating document mapping/graphics and results of consultation with potential partners (i.e., BC Hydro, First Nations, etc.) to explore various commercial and non-commercial options. Consultant time is estimated at 3.5 hr @ \$85/hr and 5498 80 hrs @ \$65/hr.</p>	
<p>5.2: FireSmart planning and activities. <u>Please describe:</u> This activity includes identification of goals and objectives; identification of priority neighbourhoods, zones or critical infrastructure for FireSmart planning and activities including field observations to aid in prioritization; review of completed and currently running FireSmart initiatives and evaluation of their effectiveness; exploration of opportunities for potential District-wide implementation; and development of document Section 5.2. Consultant time is estimated at 16 hrs @ \$65/hr.</p>	\$1,040.00
<p>5.3 Communication and education. <u>Please describe:</u> This activity will include review of the District's current communications and education strategy and initiatives and assess effectiveness; evaluation of the District's internal capacity and resources; evaluation of historical fire ignition data, prioritization of content and identification of target demographic; identification of community groups and members as champions for message amplification and/or synergistic approaches; identification of potential regionally beneficial messages/initiatives; draft recommendations and development of Section 5.3, including developing a public education strategy to reduce ignition and a FireSmart communication plan to increase compliance. Consultant time is estimated at 2 hrs @ \$85/hr and 20 hrs @ \$65/hr.</p>	\$1,470.00
<p>Section 6: Wildfire response resources. <u>Please describe:</u> Description of wildfire response resources and will include synthesis of information gathered from consultation with BCWS (zone staff) and NVDFRS; and research (desk top and field confirmation) regarding water availability (natural and man-made/ installed), water supply capacity, vulnerabilities, and ability to access and draw from water various water supplies. This activity includes identification of access and egress constraints within the AOI (field and desk-top) as well as review of current and potential training opportunities, structure protection equipment availability and ability to deploy. Cost includes development of Section 6 (writing, editing, inserting graphics/maps, sending for review and incorporating input into final document). Consultant time is estimated at 2 hrs @ \$85/hr and 17 hrs @ \$65/hr.</p>	\$1,275.00
<p>Preparation of maps, spatial data, and metadata. <u>Please describe:</u> Spatial data management (source data, submission gdb), topology checks, map preparation (full size pdfs and in-document maps and figures to display main points). Metadata development, as needed. Consultant time is estimated at 20 hrs @ \$65/hr and 10 hrs @ \$70/hr (GIS Consultant).</p>	\$2,000.00
<p>Presentation of the CWPP to the Council, Board or Band Council, tenure holders (if applicable), land manager, community organizations, etc. <u>Please describe:</u> Consultant will be used to prepare presentation and deliver to Council including content creation, submission to District for review, and delivery. Consultant time is estimated at 2 hrs @ \$85/hr</p>	\$495.00

Amendments to relevant local government or First Nation plans, bylaws and policies that are specific to the CWPP. <u>Please describe:</u> Review of all relevant current bylaws and policies; identify strengths and weaknesses and create key recommendations in order to address vulnerabilities or liabilities specific to wildfire risk reduction; review options/recommendations with District staff to gain input and support; and develop section 2.5.3. Consultant time is estimated at 2 hrs @ \$85/hr and 23 hrs @ \$65/hr.	\$1,665.00
Staff and contractor costs directly related to the development of the CWPP. <u>Please describe:</u> Estimated contractor costs of \$200 include disbursements (mileage at \$.54/km for travel related to field visits and meetings).	\$200.00
Applicant administration costs directly related to the development of the CWPP. <u>Please describe:</u> Accounting, RFP process, public meeting information materials, letter mail outs, organising public and stakeholder consultation/meetings rooms. Admin 1x staff 1x day @ \$26 per/hr = \$182 Accountant clerk 2hrs @ \$29 per/hr = \$58 Purchasing and Risk x1 day @ \$40 per/hr = \$320	\$560.00
Public information costs directly related to the development of the CWPP. <u>Please describe:</u> Public meeting information materials, webpage updates and media releases. Admin 1x staff 1x day @ \$26 per/hr = \$182.00 Media and Web Admin 1x day @ \$35 = \$245.00	\$427.00
Other proposed activities. <u>Please describe:</u> N/a	\$0.00
Total Proposed Costs:	\$29,095.00

The CWPP program can contribute a maximum of 75% of the cost of eligible activities – to a maximum of \$22,500.00 - and the remainder (25%) is required to be funded through community contributions.

Total Grant Requested (see above for grant calculation):	\$21,821.25
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Please note that you will be required to provide detailed information on the community contribution (if required) in the final report. This includes information on contributions from other grant programs. If information is available now, please complete Section 4:

SECTION 4: OTHER GRANTS	
Grant(s) Description:	Estimated Grant Value
None	\$0

SECTION 5: REQUIRED APPLICATION MATERIALS
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Only complete applications will be considered for funding. The following separate attachments are required to be submitted as part of the application:

- Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management
- Map of the proposed AOI including administrative boundaries and community locations
- For CWPP Updates only: In addition to the above requirements, applications for CWPP Updates must also include:
 - Map of proposed AOI including previous CWPP boundaries, areas of new or expanded development or infrastructure, and completed treatment areas from previous plans.
 - PSTA image or map of relevant fuel type changes

SECTION 6: SIGNATURE (To be signed by Local Government or First Nation Applicant)

I certify that the area covered by the proposed CWPP: (1) is within the jurisdiction of the local government or First Nation (or appropriate approvals are in place)

Name: Guy Exley on behalf of Fiona Dercole

Title: Community Forester

Signature: Guy Exley

Date: April 28, 2017

All applications (from local governments and First Nations) should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: swpi@ubcm.ca

Mail: 525 Government Street, Victoria, BC, V8V 0A8

SWPI -

For administrative use only

Strategic Wildfire Prevention Initiative

Operational Fuel Treatment & Maintenance Program

2016 APPLICATION FORM

Please type directly in this form or print and complete. Additional space or pages may be used as required. For detailed instructions regarding application requirements please refer to the 2016 Operational Fuel Treatment & Maintenance Program & Application Guide.

Please note: Applications to perform maintenance must be submitted on separate application forms from applications to treat new areas

SECTION 1: APPLICANT INFORMATION

Local Government or First Nation: District of North Vancouver

Date of Application: August 9, 2016: Rev 0.1
Dec 06, 2016: Rev 0.2 Jan 11, 2017: Rev 0.3 Jan 31, 2017: Rev 0.4, June 26, 2017

Contact Person*: Fiona Dercole

Title: Section Manager, Public Safety

Phone: 604-990-3819

E-mail: Dercolef@dnv.org

* Contact person must be an authorized representative of the applying local government or First Nation.

SECTION 2: PROJECT INFORMATION

1. NAME OF PROJECT.

Two Fuel Break Prescription Areas covering 3 treatment sites as follows:

- 1) Braemar Park, St Mary's;
- 2) Mountain Highway & Hoskins

2. PROJECT DESCRIPTION.

Please provide a geographic description, description of fuel load and objective(s) of the proposed fuel treatment for the area being considered for treatment.

The proposed treatment areas are in the District of North Vancouver. These areas extend and tie into the already completed critical infrastructure fuel treatment sites and the Grousewoods, Hyannis, Owl, Malaspina & Skyline; Badger, North & South sides of Indian River Road fuel breaks. The current fuel type is C2, C3 with some C4 due to regeneration under the main canopy. Ladder fuels are high due to the regeneration and crown fuels are contiguous. Surface fuels are moderate to high due to windfall and dumping of woody debris.

Is this a maintenance treatment? Yes No

If yes, please refer to Section 3 of the Program & Application Guide (Eligible Projects) and provide a detailed rationale for undertaking a maintenance treatment:

Is this a retreatment? Yes No.

If yes, please provide a rationale:

3. PROPOSED NUMBER OF HECTARES. Please provide the gross and net hectares to be treated. If applicable, please separate hectares on Crown land from hectares on local government land.

New area: Braemar Park & St Mary's = 9.6 ha

Mountain Highway & Hoskins = 6.9 ha

Total = 17.7 gross 16.5 net

Maintenance:

Retreatment:

4. MOUNTAIN PINE BEETLE AFFECTED TIMBER. Please indicate if this project includes Mountain Pine Beetle fuel type.

Yes No

5. THREAT RATING OF PROPOSED TREATMENT AREA. Please indicate the current (pre-treatment) threat rating and the expected threat rating after the treatment is completed. Please note: the current *WUI Wildfire Threat Assessments* guide and worksheet must be used and submitted.

Braemar Park, St Mary's	Plot: SM6	Pre WTR: 140	Post WTR: 121
Braemar Park, St Mary's	Plot: BP1	Pre WTR: 141	Post WTR: 119
Mountain Hwy, Hoskins Rd	Plot: MH4	Pre WTR: 125	Post WTR: 118
Mountain Hwy, Hoskins Rd	Plot: HR2	Pre WTR: 147	Post WTR: 113

6. OTHER ACTIVITIES. Please describe the extent to which your community is undertaking wildfire risk mitigation activities as outlined in Section 6 of the Program & Application Guide (Review of Applications).

The District developed a Wildfire Development Permit Area (DPA) and Guidelines as part of the Official Community Plan. The Wildfire DPA is indicated on a GIS map which is available to the public via the District's online GeoWeb application, and includes a link to download the District's CWPP. The purpose of the Wildfire DPA is to encourage and regulate the use of fire resistant building materials, defensible space and vegetation management/choices for properties located in the Wildfire DPA. The guidelines are based on Firesmart principles.

Wildfire danger rating information is prominently displayed on the District's website, Firehalls and City Hall. During high to extreme risk levels, the Parks department posts public notices in parks and at trail heads, and where appropriate, implement fire and smoking restrictions. During extreme risk conditions the District may close parks and forested areas to public access.

Firehall No.3 has the District Firesmart Showroom open to the public to visit to see examples of Firesmart principles and talk to staff about reducing fire risk.

District wide evacuation guidelines have been developed. In addition, an area-specific evacuation plan has been developed in conjunction with the community for isolated areas of woodlands, Cascades and Sunshine Falls.

District of North Vancouver Fire & Rescue Services, along with the Community Forester, Public Safety Manger, Parks Managers and the North Shore Emergency Management Office regularly participate in multi-agency activities and meetings (including neighbouring jurisdictions, Metro Vancouver and Coastal Fire Centre personnel) to share ideas, resources and test communications systems and protocols. Several wildfire response exercises have been held in the District, with another functional multiagency exercise currently being planned for May 2016.

7. REVIEW OF APPLICATION. Were any other agencies consulted in the development of the project and/or application prior to submission? Please check all that apply, add contact names and provide any supporting documentation:

- Fuel Management Specialist/Liaison. Contact person: Peter Hisch.
 - Resource District/Land manager. Contact person: Guy Exley & Susan Rogers
 - First Nations' Emergency Services Society. Contact person:
 - BC Wildfire Service Fire Zone staff. Contact person: Pete Laing
 - Local fire officials
 - Other: Derek Lefleur
- Tony Botica - tour of post and pre treatment sites September 18, 2015 including the Braemar area

9. CONTRACTOR INFORMATION. If a contractor is being utilized to do some or all of the work, please describe how you will select a qualified individual:

Open to B.C. Bids and the District Prime Tree Contractor List (2017) conducted through an RFP competitive bid process and evaluation matrix.

If possible, please include the name(s) of the contractor(s).

Operational Treatment Contractor: TBD

GIS Contractor: B.A. Blackwell & Associates Ltd.

Eligible activities and costs are outlined in Section 4 of the Program & Application Guide (Eligible & Ineligible Costs & Activities).

In Section 3 below, include all proposed eligible costs and clearly describe the proposed treatments, including information on the estimated days of work, hourly/daily rates and types of equipment and estimated hours of use. If hand and mechanical treatments are proposed, provide separate descriptions and costs.

SECTION 3: PROPOSED FUEL TREATMENT ACTIVITIES & COSTS	
Activity	Proposed Cost
Eligible fuel treatment activities: Stand treatments	
<ul style="list-style-type: none"> • Prescribed fire, including broadcast burning. <u>Please describe:</u> • Potential revisions to the Ministry of Environment Open Burning Smoke Control Regulation (OBSCR) may allow specific provision for burning that takes place under "community wildfire protection plans" This may become an option in the future if the District has Fire Department and community support. 	\$0

<ul style="list-style-type: none"> • Pruning. <u>Please describe:</u> Crown raising to minimum 3m above grade to reduce connectivity from structures and ground fuels. • Cost based on average of five people 8/10hr work day final stated per/hectare (ha) figures from the 11.1 Ha treatment completed Spring 2016 @\$4190 per/ha x 16.5=\$69,150. • Braemar Park & St Mary's 9.6ha = circa 8.5 days • Mt Highway & Hoskins 6.9ha = circa 6 days 	\$69,150.00
<ul style="list-style-type: none"> • Tree felling, including hand and mechanical tree felling. <u>Please describe:</u> All felling works is by hand due to ground conditions and local topography. Trees between 15cm up to maximum 17.5cm and larger identified danger trees. Cost based on per/ha 2016. • Certified faller and swamper used for 15cm diameter trees and above. Previous contractor indicates a contract faller with swamper between \$750/1000 per/day with a staff swamper \$550 per/day • Certified Utility Arborist for trees adjacent to transmission lines (St. Mary's unit). Circa \$250 to 300 per hour for truck lift and 2x crew. • Braemar Park & St Mary's 9.6ha = est. 120 stems circa 2 days. Cost per/ha = circa \$1,410 • Mt Highway & Hoskins 6.9ha = est. 240 stems circa 4 days. Cost per/ha = circa \$1,410 	\$23,250.00
<ul style="list-style-type: none"> • Thinning, including hand and mechanical thinning. <u>Please describe:</u> Thinning by hand (smallest trees first) from below to reduce ladder fuels. Maximum DBH of 17.5cm until target density rates has been achieved as specified in each of the Fuel Management Prescriptions approved for each plot. Tree thinning 15cm to 17.5cm dia already complete as described in line item above. Cost based on per/ha 2016. • Braemar Park & St Mary's 9.6ha = circa 14 days 5cm dia = circa 3,860 stems 10cm = circa 200 stems Cost per/ha = \$7,048 • Mt Highway & Hoskins 6.9ha = circa 10 days 5cm dia = circa 2,360 stems 10cm dia = circa 470 stems Cost per/ha = \$7,048 	\$116,299.50
<ul style="list-style-type: none"> • Tree planting for species conversion. <u>Please describe:</u> The interface to the residential areas require a vegetation transition and buffer to reduce Hemlock regeneration and to establish less flammable broad-leaf species where appropriate. Restoring native understorey planting where denuded or colonised by invasive to increase ground humidity and promote forest resilience. Planting review post treatment and will account for a portion of the in-kind costs associated with the project. 	\$-10,400.00

<ul style="list-style-type: none"> For example the Hyannis treatment site required understorey and ground planting in 2013 adjacent to rear yards undertaken by Parks staff x4 circa 3 days. Plant material costs estimate \$5,277. Result was 95% establishment success and outcompeting ground invasive within 2 years post planting to form a resilient forest with increased ground humidity. 	
Eligible fuel treatment activities: Debris Management	
<ul style="list-style-type: none"> Prescribed fire, including broadcast burning and pile burning. <u>Please describe:</u> N/a 	\$0
<ul style="list-style-type: none"> Piling, including hand and mechanical piling. <u>Please describe:</u> N/a 	\$0.00
<ul style="list-style-type: none"> Debris management, including lop and scatter, chipping, mastication and grinding. <u>Please describe:</u> Chipping and mastication, chips to be scattered to a maximum depth of 3cm. Due to steep topography and environmental sensitive areas it is expected that a tracked chipper would be required and/or brush manually dragged to access/egress points. Chips not allowed within 5m of raparian and wetland areas Small critter piles within raparian areas allowed to maximum total of 5 Braemar Park & St Mary's 9.6ha = circa 20 days Cost per/ha = \$9,868 Mt Highway & Hoskins 6.9ha = circa 15 days Cost per/ha = \$9,868 Tracked chipper circa \$175 per/day x 35days = \$6125 	\$162,819.00
<ul style="list-style-type: none"> Debris removal, including chip removal, hog fuel removal and slash removal. <u>Please describe:</u> Removal of excess debris, chips and slash to District green waste yard. Crew of 1 or 2 required depending on equipment used i.e. tipping or non-tipping truck. Circa 1hr round trip for each load. Based on per/ha costs 2016. District approved 2017 tree contractors are now required to independently dispose of green waste. Parks confirmed a \$36,000 cost to remove green waste from the decommissioned yard at Bridgman Park undertaken soon after the last fuel treatment was complete. The yard would have also been periodically cleared to make space during the treatment period too i.e. September 2015 to 2016. How much debris was contributed is unknown but contractor indicated circa 2 trucks loads per/day circa 8 to 10 cubic metres (m3) x 65days = 650 m3 This project circa 99days x 10m3 = 990 m3 At \$71 per m3 disposal rate gives a total circa \$70, 290 Braemar Park & St Mary's 9.6ha = circa 9 days Cost per/ha = \$4,229 Mt Highway & Hoskins 6.9ha = circa 6 days Cost per/ha = \$4,229 	\$69,780.00

<ul style="list-style-type: none"> Tree removal, including sawlog, firewood and other forest products. <u>Please describe:</u> N/a 	\$0.00
Custom Venting Forecast. <u>Please describe:</u> N/a	\$0.00
Danger tree assessments. <u>Please describe:</u> Contractor to employ a qualified Wildlife/Danger Tree Assessor. Field cards to be submitted for review to qualified District staff before undertaking risk mitigation works. Circa 1 day	\$1,000.00
Updates to existing threat plots and related spatial data to conform to the current WUI Wildfire Threat Assessment standards. <u>Please describe:</u> N/a	\$0.00
Preparation of maps, spatial data, and metadata. <u>Please describe:</u> Project Wildfire Consultant (B.A. Blackwell) to complete post treatment data requirements for sign off reporting. Cost based on B.A Blackwell fee estimate received January 9 th 2017. Full breakdown of cost for each component activity will be requested for sign off purposes. Project Forester = \$65 per/hour Senior Project Forester = \$85 per/hour Circa 4.5 days labour without material or admin costs	\$2,405.00
Notifications of operational fuel treatment commencement to First Nations and other tenure holders. <u>Please describe:</u> N/a	\$0.00

<p>Staff and contractor costs directly related to fuel treatment activities. <u>Please describe:</u></p> <p>Contractor site viewing for RFP bid = \$860</p> <p>Boundary layout, flagging riparian/wetland areas = \$1,430</p> <p>Contractor start up meetings x2, treatment supervision and monitoring = \$8,560</p> <p>Total fee estimate for Wildfire consultant 2017 = \$10,850</p> <p>Project Forester = \$65 per/hour</p> <p>Senior Project Forester = \$85 per/hour</p> <p>Circa 29 days labour without material or admin costs</p> <p>In-kind costs associated with the project for staff time i.e. Survey Crew circa 2x staff 3 days @ \$35 per/hr = \$1,680, Community Forester undertaking contractor, staff, public and stakeholder consultations/meetings, access/egress over private and public lands, complaints/concerns etc. = Community Forester in-kind costs circa x15 days @ \$40 per/hr = \$4,800, Parks Field Arborists to attend pre-treatment meeting to review the work areas and look at additional hazard tree removals outside the contractors scope of works x2 circa 1x day @ \$35 per/hr = \$280, Parks Trails & Habitat Coordinator to attend pre-meeting to review the areas of treatment, trail closures required and attend meeting with community groups such as North Shore Mountain Bikers etc. circa 1x day @ \$35 per/hr = \$280</p> <p>Total circa \$-7,040 without materials</p> <p>In-kind cost Public Safety Manager 1x day (exempt position no rate scale)</p> <p>In-kind cost Parks and Environmental Managers circa 1x day (exempt position no rate scale)</p> <p>Total in-kind costs = circa \$-7,040</p>	<p>\$10,850.00</p> <p>Inkind \$-7,040</p>
<p>Applicant administration costs directly related to fuel treatment activities. <u>Please describe:</u> Accounting, RFP process, public meeting information materials (posters, signs, Power Point presentation), residential letter mailouts, webpage updates, public and stakeholder consultation/meetings. This remainder will account for a portion of the in-kind costs associated with the project for staff time i.e.</p> <p>Admin 2x staff 1x day @ \$26 per/hr = \$468</p> <p>Accountant clerk 1x day @ \$29 per/hr = \$232</p> <p>Purchasing and Risk x1 day @ \$40 per/hr = \$320</p> <p>Web Admin 2hrs @ \$35 = \$70</p>	<p>\$-1,090.00</p>
<p>Post-treatment signage and public information costs directly related to completed fuel treatment activities. <u>Please describe:</u> Web page updates, on site public notices and post treatment educational signage circa x4. This will account for a portion of the in-kind costs associated with the project.</p>	<p>\$-2,000.00</p>
<p>Other proposed activities. <u>Please describe:</u> N/a.</p>	<p>\$0</p>

Total Proposed Costs:	\$476,083.50
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The Operational Fuel Treatment program can contribute a maximum of 90% of the cost of eligible activities up to \$400,000 in funding per municipality and First Nation per calendar year and up to \$600,000 in funding per regional district per calendar year. The remainder (10%) is required to be funded through community contributions.

Total Grant Requested (90% of total cost to maximums listed above):	\$356,083.50 @75% of total
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Please note that you will be required to provide detailed information on the community contribution in the final report, including contributions from other grant programs and all project revenues. In cases where other grants are used as a community contribution, documentation must be available to demonstrate how actual costs from other grant contributions are accounted for. For example, labour costs must include information on the number of hours worked, the hourly rate, and the eligible activity that was undertaken (e.g. 50 hours at \$18/hr for chipping). If information is available now, please complete Sections 4 and 5 below:

SECTION 4: OTHER GRANTS	
Grant(s) Description:	Estimated Grant Value
	\$

SECTION 5: REVENUE (all sawlog and forest product sales)	
Revenue(s) Description:	Estimated Revenue
	\$

SECTION 6: SIGNATURE (To be signed by Local Government or First Nation Applicant)	
I certify that the area covered by the proposed operational fuel treatment: (1) is not scheduled for development; (2) is not scheduled for sale; and (3) is within the jurisdiction of the local government or First Nation (or appropriate approvals are in place)	
Name: Fiona Dercole	Title: Public Safety Section Manager
Signature:	Date:

See Section 6 of the Program & Application Guide (Application Requirements & Process) for complete application requirements. In addition to the Application Form, the following separate attachments are required to be submitted:

- Local government Council or Board resolution, or First Nation Band Council Resolution, indicating support for the current proposed activities and willingness to provide overall grant management
- Threat Assessment Worksheets and threat plot photos completed as per the current WUI Wildfire Threat Assessments guide
- Maps that clearly identify the area(s) that are the subject of the application

- Copy of the completed CWPP for the proposed treatment area
- Copy of the completed prescription for the proposed treatment area

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

Local Governments: Local Government Program Services, Union of BC Municipalities

E-mail: lgps@ubcm.ca

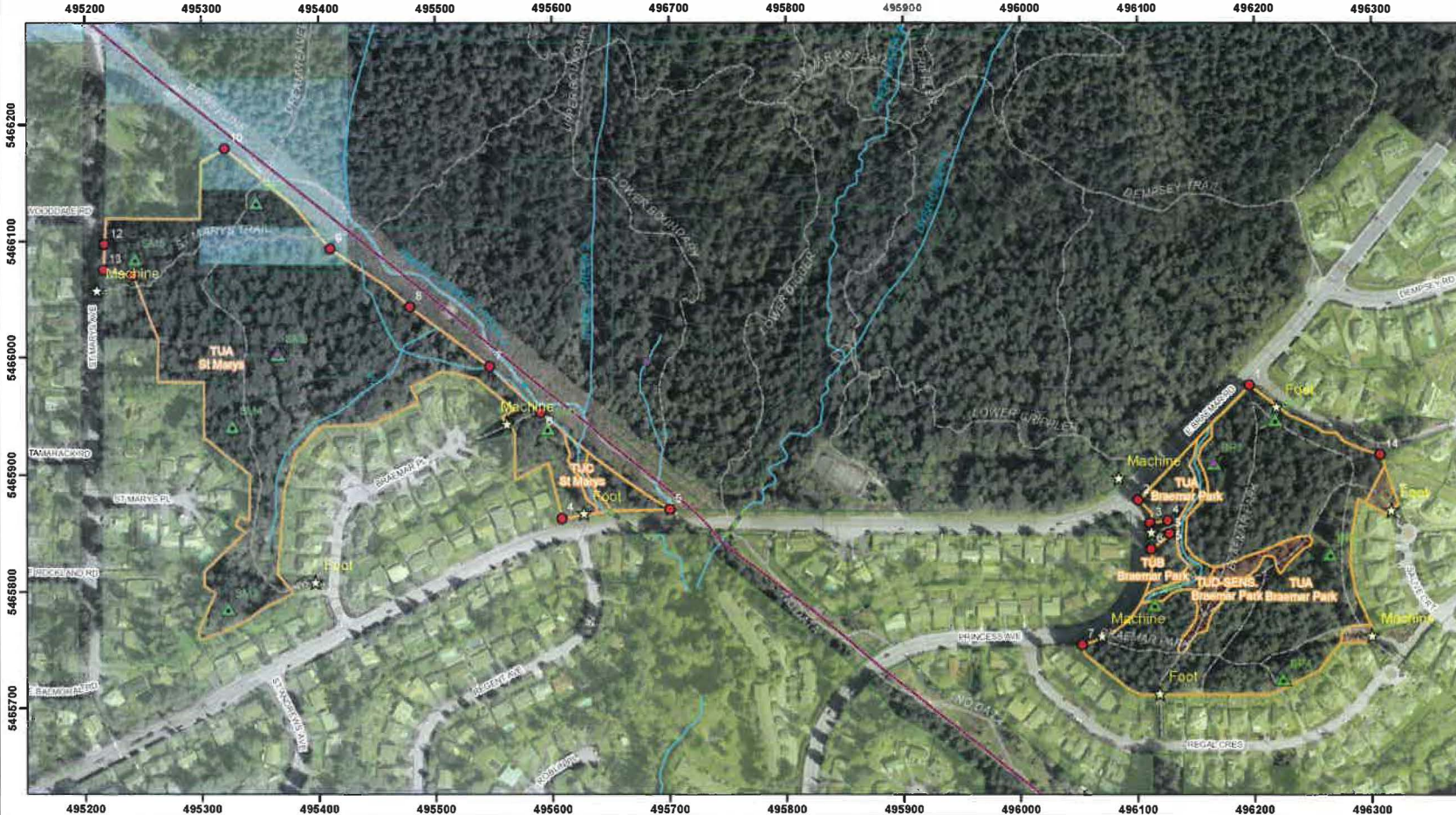
Mail: 525 Government Street, Victoria, BC, V8V 0A8

First Nations: Forest Fuel Management Department, First Nations' Emergency Service Society.

E-mail: ffminfo@fness.bc.ca

Mail: 712 Mount Paul Way, Kamloops, BC, V2H 1B5

Fuel Management Prescription Map: District of North Vancouver: Braemar Park & St. Mary's



Forest Region	Coastal
Forest District	Vancouver
Mapsheet	92G035
Location	E. Braemar Rd
UTM Zone	10N
UTM Easting	496192
UTM Northing	5465823

- Legend**
- Treatment Corners
 - Threat Plots
 - ▲ DNV plots
 - ☆ Access Points
 - Trails
 - Creeks
 - Contours - 5 m
 - Storm Culverts
 - Transmission Lines
 - Parks
- Ownership**
- PRIVATE
 - UTILITY COMPANY
- Prescription Unit**
- TUA
 - ▨ TUB
 - ▨ TUC
 - ▨ TUD
 - ▨ TUD-SENS.

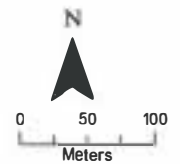
Block	TU	Stand Desc.	Treatment	Stream Mgmt (ha)	NP (ha)	Gross Area (ha)	Net (ha)
Braemar Park/ St Mary's	A	FdHwCw	HTR, TFB, SFR, PB			9.3	9.3
Braemar Park	B	FdHwCw	HTR, PB	0.2		0.2	0.2
St Mary's	C	FdHwCw (EpDr)	HTR, TFB, SFR, PB	0.1		0.1	0.1
Braemar Park	D - Sens.	CwFdHw	No Treatment			0.2	0.0
Braemar Park	D	No Fuel	No Treatment		0.1	0.1	0.0
Total				0.3	0.1	9.9	9.6

HTR - hazard tree removal, TFB - thin from below, SFR - surface fuel reduction, PB - prune branches

Stream ID	Class	DPA(m)	Land Ownership
1 - Unknown	S-6	15	DNV
2 - Hastings Creek	S-6	15	DNV
3 - Unknown	S-6	15	DNV
4 - Unknown	S-6	15	DNV

Streamside DPA approval is required for all works within 15 m of top of bank or 5 m from the edge of ravines. No machine work in these areas is permitted without DNV approval.

1:3,500

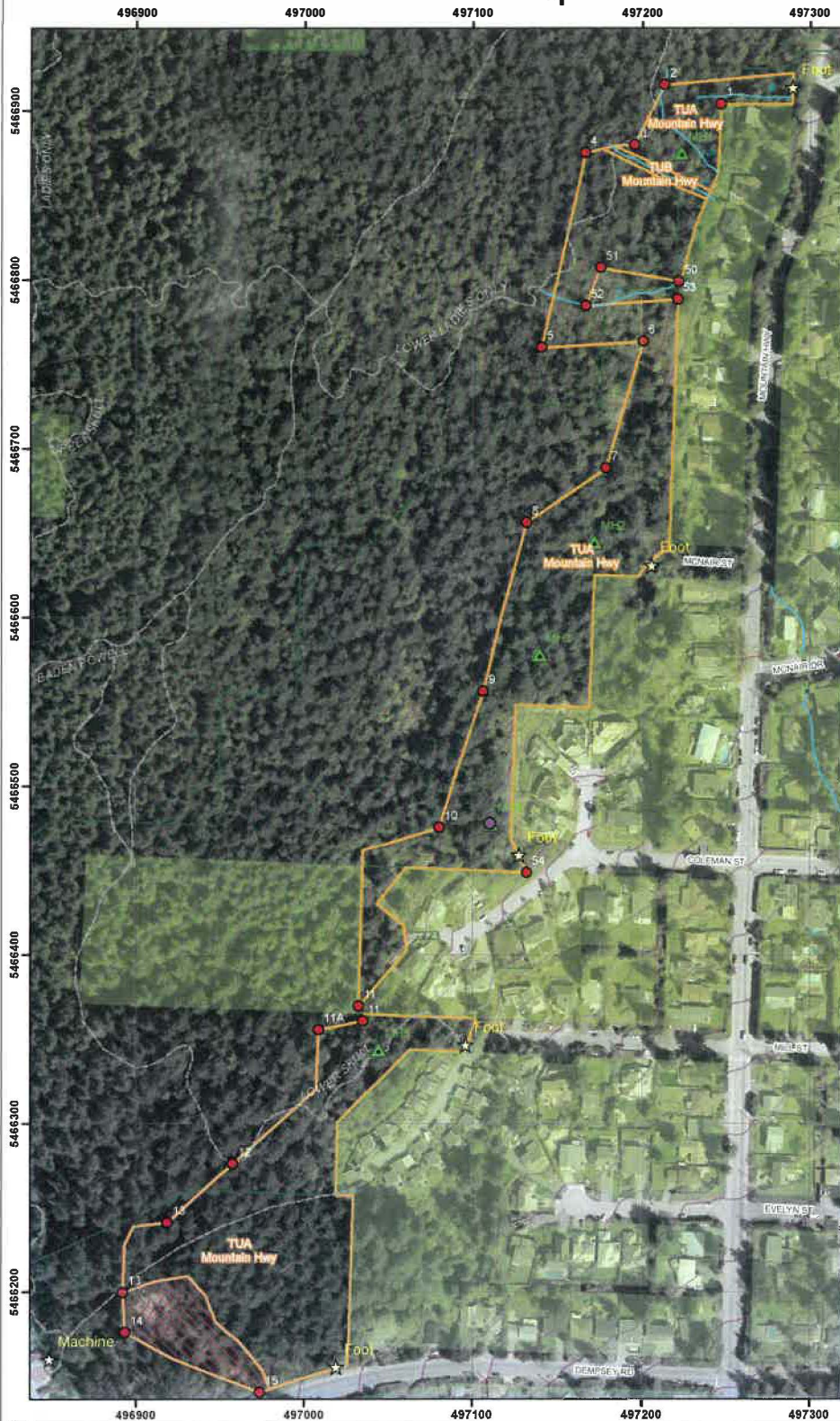


Coordinate System:
NAD 83 UTM Zone 10

Mapped by: T. Pashkowski
Date: March 2013

Attachment 3

Fuel Management Prescription Map: District of North Vancouver: Mtn Hwy Map 1/2



Forest Region	Coastal
Forest District	Vancouver
Mapsheet	92G035
Location	Mtn Hwy
UTM Zone	10N
UTM Easting	497125
UTM Northing	5466569

Legend

- Treatment Corners
- Threat Plots
- ▲ DNV plots
- ☆ Access Points
- Trails
- Creeks
- Contours - 5 m
- Storm Culverts
- Transmission Lines
- Wetland
- Parks
- PRIVATE

Prescription Unit

- TUA
- TUB
- TUC
- TUD

1:2,500

N

0 50 100

Meters

Coordinate System:
NAD 83 UTM Zone 10

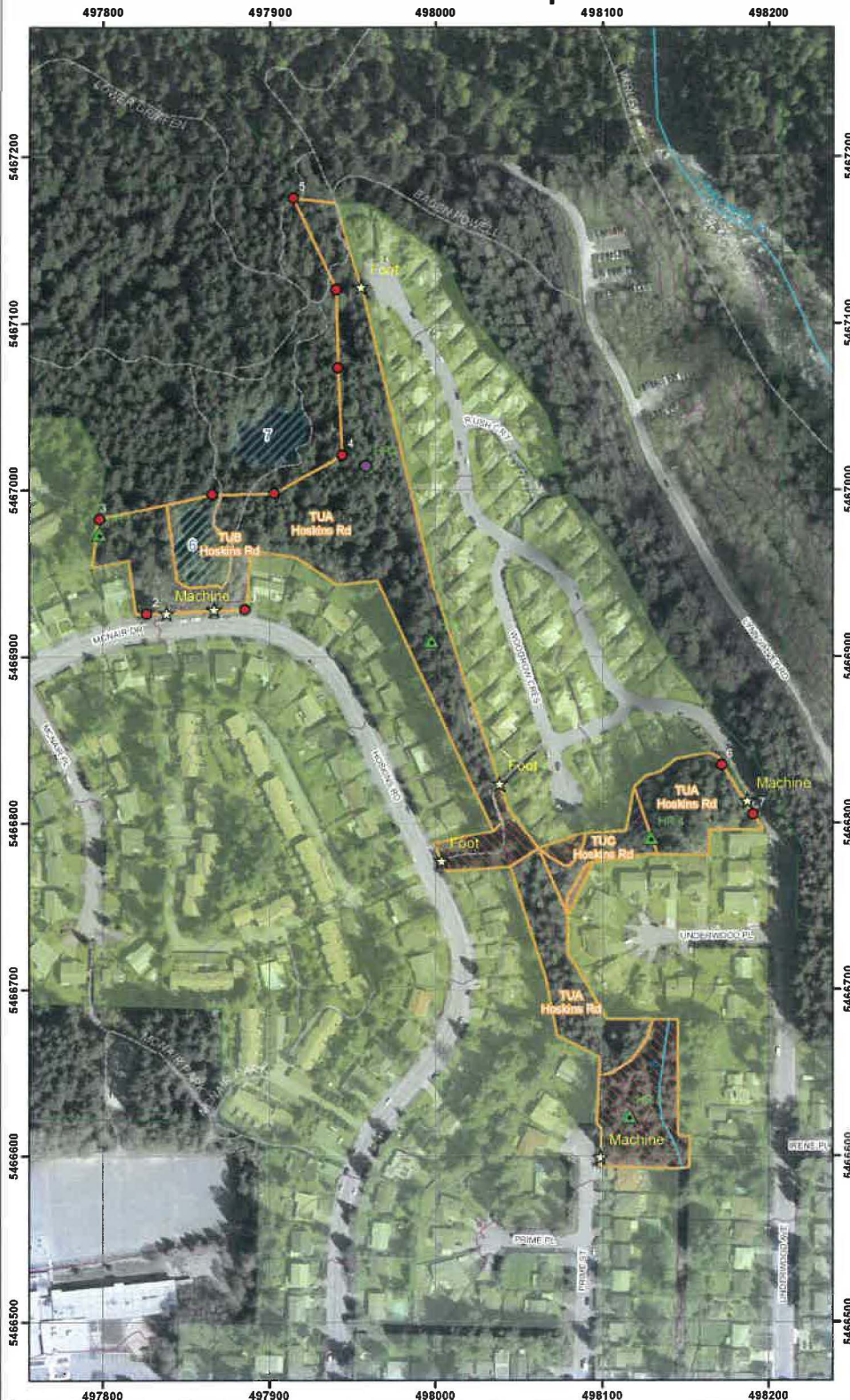
Mapped by: T. Pashkowski
Date: March 2013

Block	T U	Stand Desc.	Treatment	Stream Mgmt (ha)	NP (ha)	Gross Area (ha)	Net(ha)
Mtn Hwy/Hoskins	A	FdHwCw	HTR,TFB,SFR,PB			6.6	6.6
Mtn Hwy/Hoskins	B	HwFdCw	HTR, PB	0.2		0.2	0.2
Hoskins	C	HwCw	HTR,TFB,SFR,PB			0.1	0.1
Mtn Hwy/Hoskins	D	N/A	No Treatment		0.5	0.9	0.0
Total				0.2		7.8	6.9

Stream ID	Class	DPA(m)	Land Ownership
1 - Unknown	S-6	15	DNV
2 - Unknown	S-6	15	DNV
3 - Unknown	S-6	15	DNV
4 - Unknown	S-6	15	DNV
5 - Unknown	S-4	15	DNV
6 - Unknown	NCW	15	DNV
7 - Unknown	NCW	15	DNV

HTR - hazard tree removal, TFB - thin from below, SFR - surface fuel reduction, PB - prune branches
 Streamside DPA approval is required for all works within 15 m of top of bank or 5 m from the edge of ravines. No machine work in these areas is permitted without DNV approval.

Fuel Management Prescription Map: District of North Vancouver: Mtn Hwy Map 2/2



Forest Region	Coastal
Forest District	Vancouver
Mapsheet	92G035
Location	Hoskins
UTM Zone	10N
UTM Easting	498017
UTM Northing	5466857

Legend

- Treatment Corners
- Threat Plots
- ▲ DNV plots
- ☆ Access Points
- Trails
- Creeks
- Contours - 5 m
- Storm Culverts
- Transmission Lines
- Wetland
- Parks
- PRIVATE

Prescription Unit

- TUA
- TUB
- TUC
- TUD

1:2,500

N

0 50 100
Meters

Coordinate System:
NAD 83 UTM Zone 10

Mapped by: T. Pashkowski
Date: March 2013

Block	TU	Stand Desc.	Treatment	Stream Mgmt(ha)	NP (ha)	Gross Area (ha)	Net(ha)
Mtn Hwy/ Hoskins	A	FdHwCw	HTR,TFB,SFR,PB			6.6	6.6
Mtn Hwy/ Hoskins	B	HwFdCw	HTR, PB	0.2		0.2	0.2
Hoskins	C	HwCw	HTR,T FB, SFR,PB			0.1	0.1
Mtn Hwy/ Hoskins	D	N/A	No T treatment		0.5	0.9	0.0
Total				0.2		7.8	6.9

HTR - hazard tree removal, TFB - thin from below, SFR - surface fuel reduction, PB - prune branches
Streamside DPA approval is required for all works within 15 m of top of bank or 5 m from the edge of ravines. No machine work in these areas is permitted without DNV approval.

Stream ID	Class	DPA(m)	Land Ownership
1 - Unknown	S-6	15	DNV
2 - Unknown	S-6	15	DNV
3 - Unknown	S-6	15	DNV
4 - Unknown	S-6	15	DNV
5 - Unknown	S-4	15	DNV
6 - Unknown	NCW	15	DNV
7 - Unknown	NCW	15	DNV

Local Government Program Services

...programs to address provincial-local government shared priorities



**FIRST NATIONS'
Emergency Services**
BRITISH COLUMBIA



**The Strategic Wildfire
Prevention Initiative
is managed by the
Provincial Fuel
Management Working
Group. For program
information, visit the
Funding Program
section at:**

www.ubcm.ca

LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947
Fax: (250) 356-5119

June 1, 2017

Fiona Dercole, Section Manager – Public Safety
District of North Vancouver
355 West Queens Road
North Vancouver, BC, V7N 4N5

**RE: Strategic Wildfire Prevention Initiative – Approval in Principle –
(SWPI-778: DNV CWPP Update, 2017)**

Dear Ms. Dercole,

Thank you for submitting an application for a Community Wildfire Protection Plan Update grant for the above noted project. The SWPI Working Group has reviewed your submission and has noted that the following application requirement remains outstanding:

- A current Council Resolution, indicating support for the proposed project and a willingness to provide overall grant management.

Upon receipt of the outstanding item, your application will be eligible for approval in the amount of \$21,821.20.

If you have any questions, please feel free to contact Local Government Program Services at (250) 356-2947 or swpi@ubcm.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Ronald', is written over a faint, circular stamp or watermark.

Peter Ronald
Programs Officer

cc: Tony Botica, Fuel Management Specialist, Coastal Fire Centre

Local Government Program Services

...programs to address provincial-local government shared priorities



**FIRST NATIONS'
Emergency Services**
BRITISH COLUMBIA



**The Strategic Wildfire
Prevention Initiative
is managed by the
Provincial Fuel
Management Working
Group. For program
information, visit the
Funding Program
section at:**

www.ubcm.ca

LGPS Secretariat

Local Government House
525 Government Street
Victoria, BC, V8V 0A8

E-mail: lgps@ubcm.ca
Phone: (250) 356-2947
Fax: (250) 356-5119

August 23, 2017

Fiona Dercole, Section Manager - Public Safety
District of North Vancouver
355 West Queens Road
North Vancouver, BC V7N 4N5

**RE: Strategic Wildfire Prevention Initiative - Approval in Principle of
Operational Fuel Treatment Application (SWPI-688: DNV
Operational Treatments, October 2016)**

Dear Ms. Dercole,

Thank you for submitting an application for an Operational Treatment grant for the above noted project. The SWPI Working Group has reviewed your submission and has noted that the following application requirement remains outstanding:

- A current Board Resolution, indicating support for the proposed project and a willingness to provide overall grant management.

Upon receipt of the outstanding item, your application will be eligible for approval in the amount of \$356,083.00.

If you have any questions, please feel free to contact Local Government Program Services at (250) 356-2947 or swpi@ubcm.ca.

Sincerely,

ORIGINAL SIGNED BY:

Peter Ronald
Programs Officer

cc: Tony Botica, Fuel Management Specialist, Coastal Fire Centre

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COUNCIL AGENDA/INFORMATION			
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<input type="checkbox"/> Regular	Date: _____	Item # _____	
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The District of North Vancouver REPORT TO COUNCIL

September 21, 2017

File: .

Tracking Number: RCA -

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

SUBJECT: Appointment of External Auditors

RECOMMENDATION:

“That Council appoints KPMG for the provision of assurance (audit) services for the annual consolidated financial statements of the Corporation of the District of North Vancouver (including the financial statements of the North Vancouver Recreation Commission and the District of North Vancouver Municipal Public Library) and that the appointment be in effect for a period of five years, subject to an annual review and re-appointment by the District of North Vancouver”

REASON FOR REPORT:

On July 27th, 2017 the Finance and Audit Standing Committee recommended the appointment of the external auditor for the municipality subject to the due diligence of the Chief Financial Officer”.

SUMMARY:

Proposals for the services of an external auditor followed the District’s best practices in procurement. In June 2017 the District issued an RFP for external audit services through an open, transparent process, and KPMG was the successful proponent. However, as part of their proposal submission KPMG advised that certain standard District contract clauses did not align with the professional standards that guide their external audit work. As a result, negotiations were undertaken with KPMG to develop mutually acceptable contractual terms and conditions. Due diligence has been completed and terms on a new contract have been agreed to. The recommendation to Council has the full support of the Finance and Audit Standing Committee and Acting Chief Financial Officer.

EXISTING POLICY:

- Community Charter Sections 169 (1), 170 and 154 are the authority for Municipal Auditor, Audit Committee and Delegation of Council Authority.
- Finance and Audit Standing Committee Terms of Reference

Timing/Approval Process: the external auditor needs to be appointed prior to the commencement of the interim audit work scheduled for November.

Options:

1. Appoint KPMG
2. Retender the Contract



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

<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>	<u>REVIEWED WITH:</u>
<input type="checkbox"/> Sustainable Community Development	<input type="checkbox"/> Clerk's Office	External Agencies:	Advisory Committees:
<input type="checkbox"/> Development Services	<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Library Board	<input type="checkbox"/>
<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		

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>October 2, 2017</u>
<input type="checkbox"/> Other:	Date: _____



The District of North Vancouver REPORT TO COUNCIL

September 20, 2017
File: 10-5040-30./000.000

AUTHOR: Annie Mauboules, Senior Community Planner

SUBJECT: Homelessness on the North Shore

RECOMMENDATION:

THAT staff be directed to work with non-profit partners to develop a business case for the creation of a Family Shelter and Supported Housing project in the District of North Vancouver;

AND THAT staff be directed to explore potential locations for a Family Shelter and Supported Housing project on a District-owned site;

AND THAT staff report back to Council with next steps in the first quarter of 2018.

REASON FOR REPORT:

The North Shore Homelessness Task Force has conducted a North Shore Homeless 'Service Use' Data report that was made public on September 22, 2017. The 2017 Metro Vancouver Homeless Count final report will also be released on September 26, 2017.

Now that the localized North Shore Homeless Service Use Data report is complete and available for distribution, staff is providing an update to Council and the public on the scale of the North Shore Homeless population. In addition, staff is recommending a proactive workplan to address the problems of homelessness on the North Shore.

SUMMARY:

The District of North Vancouver (DNV) has been a partner organization on the North Shore Homelessness Task Force (HTF) since its inception in 1998. The HTF has become concerned with the increasing number of homeless individuals on the North Shore, in particular homeless families and seniors. Council has also previously expressed concerns about the growing number of homeless people. Staff is now seeking Council's direction to explore options to address the current needs of the homeless population by providing land to support the creation of a joint family shelter and supported housing project. This would require the DNV work with other levels of government and community partners to reduce future homeless population increases. The report provides options for Council consideration to continue addressing these growing concerns.

BACKGROUND:

The Metro Vancouver Homeless Count, coordinated at a regional level by Metro Vancouver with funding provided by the Federal Government, produces estimates of the number of people who are homeless in order to obtain a demographic profile of the homeless population and to identify long-term trends. These data are integral to the work of municipalities, service providers, and other community agencies in developing policy, planning, and prioritizing programs and services to address the needs of homeless individuals.

The point in time count methodology has proven to be problematic because many homeless individuals do not want to be counted, particularly those of 'no fixed address' (NFA's) who may be couch-surfing or trading sex for shelter, and therefore not technically 'homeless' according to the definition. As a result of these methodological challenges, and the fact that many homeless people stay out of sight on the day of the count, the Metro Vancouver Homeless Count is understood to often result in an undercount. Understanding these challenges, the HTF recently undertook a Homeless Service Use Data survey of all the North Shore service providers who work with the homeless in an effort to better understand the actual total number of homeless people and their demographic characteristics. District staff supported this work as the municipality is increasingly being required to respond to calls about homeless encampments and homeless people and families sleeping in vehicles. Staff is spending increasing amounts of time and money cleaning up areas where the homeless have been sleeping. Homelessness has become a cross departmental issue that draws in staff from Community Planning, Bylaws, Parks, Park Rangers, Streets, and the RCMP, all of whom are now regularly involved. The results of the survey are now available and are summarized in this report.

EXISTING POLICY:

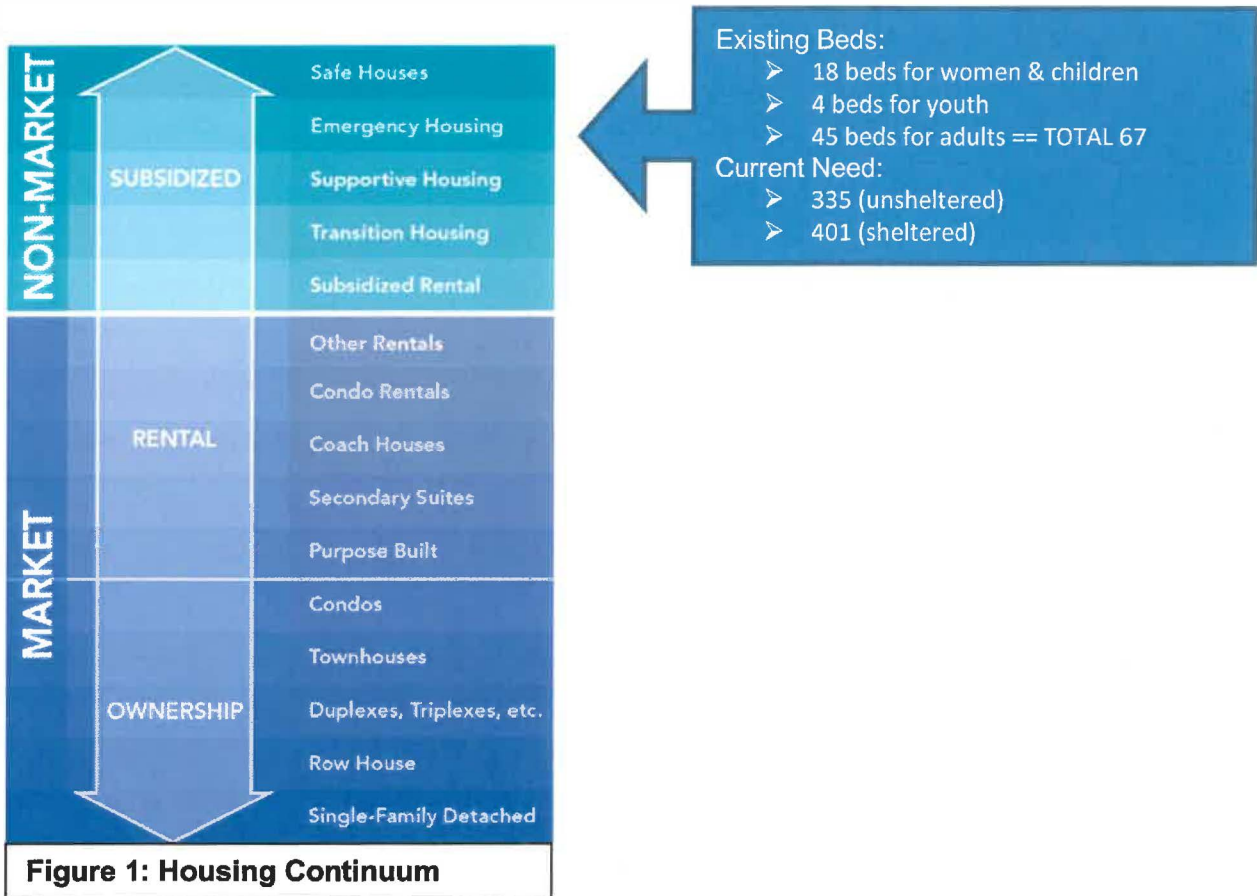
The Official Community Plan (Bylaw 7900) Section 7.4 states that "the District's objective is to work with senior levels of government and social service providers to support our most disadvantaged residents". In Section 7.4, Policy 7.4.4 further states the District should "consider the use of District land, where appropriate, to contribute toward and leverage other funding for the development of social and affordable housing".

ANALYSIS:

Metrics

The existing emergency shelter bed inventory on the North Shore is not meeting the demand. There are currently 18 beds for women fleeing domestic violence (SAGE House, operated by North Shore Crisis Services Society), four beds at the North Shore Youth Safe House (operated by Hollyburn Family Services Society) and 45 emergency shelter beds for adults (operated by Lookout Housing and Health Society). Lookout Housing and Health Society also has the ability to add 20 mats on the floor of the shelter to their emergency program during times of extreme weather. In 2016 the extreme weather mat program ran at near-capacity.

Emergency shelters are considered the entry point to the Housing Continuum, serving the needs of the most vulnerable and at-risk members of the community. While there are emergency services to meet the needs of women and children, youth and adults, there is a lack of beds available to meet the nightly demand.



North Shore Homeless Service Use Data Report

The North Shore Homelessness Service Use Data Report is an initiative of the HTF. The 2017 Homeless Count Preliminary Data Report¹, a one day count, yielded a relatively low number on the North Shore compared to other homeless count trends since 2002. Members of the HTF assert that the actual number of homeless individuals on any given day is far greater than the 100 counted during the one day point in time count, and as a result, six major homelessness outreach and shelter providers on the North Shore agreed to provide their 2016 service use data, with safeguards to protect service recipient confidentiality, to more definitively understand the actual homeless numbers on the North Shore. The chart below summarizes the history of the point in time count on the North Shore:

Point in Time Count Year	2002	2005	2008	2011	2014	2017
North Shore Total Homeless Counted ²	47	90	127	122	119	100 ³

Figure 2. Historical Point in Time Homeless Count numbers for the North Shore

¹ Metro Vancouver (2017). Homeless Count in Metro Vancouver PRELIMINARY DATA REPORT, <http://www.metrovancouver.org/services/regional-planning/homelessness/HomelessnessPublications/2017MetroVancouverHomelessCountPreliminaryData.pdf>

² Metro Vancouver (2014). Metro Vancouver Homeless Count Report. <https://www.metrovancouver.org/services/regional-planning/homelessness/HomelessnessPublications/2014MVHomelessCountJuly31-14Results.pdf>

³ Metro Vancouver (2017).

The relationship between the point in time count and the one year service provider data is presented in Figure 3 below:

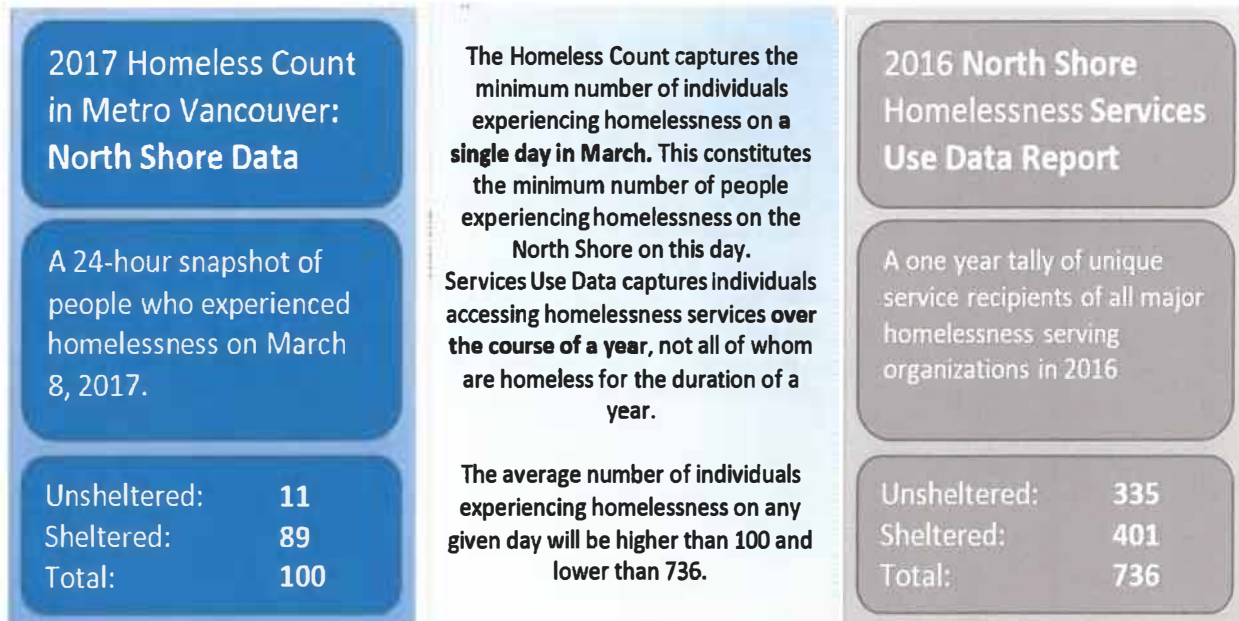


Figure 3. Relationship between the Homeless Count (point in time count) and one year service data

The purposes of the North Shore Homelessness Service Use Data Report are to provide the best estimate of the number of people who are homeless on the North Shore over the course of a year, to obtain demographic information and to better understand the service needs of this population.

Key Findings:

Six major providers of homelessness services on the North Shore contributed to this report by providing anonymized information on each individual client who accessed homelessness services with an intake date falling within the 2016 calendar year. The following provides a summary of the key findings in the analysis of the data provided. For a full copy of the report please see **Attachment A**.

Absolutely Homeless Population

- Among those receiving homelessness services, there were **736** unique individuals considered absolutely homeless⁴ on the North Shore who had an intake date in 2016.
- Based on available information on gender, there were significantly more absolutely homeless men than women, with 63% (330) men and 37% (190) women.
- There were 453 homeless adults aged 25-54, comprising the largest age group among the homeless population (62%). There were 178 seniors over the age of 55 representing nearly a quarter (24%) of the total. Youth under 24 comprised 14% of the homeless population (103).
- 50% of the absolutely homeless population accessed the Health Connection clinic in 2016.

At-Risk Population

- 295 unique individuals who accessed homelessness services in 2016 were considered at-risk⁵ due to imminent risk of housing loss.
- 68% of at-risk service recipients identified as female, and 32% as male.
- Adults aged 25-54 represented 59%, youth under 24 represented 6%, and seniors over the age of 55 represented 35% of the at-risk group.
- 24% of the at-risk service recipients were accompanied by children, with the majority (94%) being female led families.

2016 Snapshot



Total unique absolute homeless service recipients: 736

Number of homeless individuals accessing multiple services: 124

Number of homeless adults (25-54): 453

Number of homeless youth (under 24): 103

Number of homeless seniors (over 55): 178

Number of homeless or at-risk service recipients who reported domestic violence: 136

Number of children accompanying homeless or at-risk parent(s): 143

⁴ Absolutely homeless includes those living on the streets or in places not intended for human habitation, those staying in homeless shelters (including safe houses and women's shelters) and those whose accommodation is temporary and lacks security of tenure (i.e. couch surfing, hospitals, detox facilities).

⁵ At Risk refers to those who are not homeless, but whose current economic and/or housing situation is precarious or does not meet public health and safety standards (would become homeless imminently without supports). Based on: Canadian Observatory on Homelessness (2012) Canadian Definition of Homelessness. Homeless Hub: www.homelesshub.ca/homelessdefinition/

- Domestic violence appears to be a significant risk factor for women's housing instability, as more than half (51%) the at-risk women reported experiencing domestic violence.

In addition to the Homelessness Service Use Data Report, staff wanted to provide additional information on the nature of the homeless problem on the North Shore and how it impacts the municipality directly:

Homeless Individuals and Encampments:

There is only one solely adult homeless shelter on the North Shore, in the City of North Vancouver, operated by Lookout Housing and Health Society. The shelter reports that beds are at capacity roughly 99% of the time and can therefore not report a percentage increase because the shelter is functionally always full. As a result, many homeless individuals who try to get in to the shelter are turned away and must find alternative shelter outside. This has created a significant increase in the number of homeless encampments being reported by staff and the public.

It is estimated that there are up to 18 homeless encampments in North Vancouver. There are a few that have more than four individuals living together and have created significant work for municipal staff. The most prevalent is the homeless camp behind Capilano Mall along MacKay Creek. This site has been used as a homeless encampment for many years and continues to be a concern for the public and to staff. Lookout Emergency Aid Society, as well as Outreach Staff from Canadian Mental Health Association report an alarming increase in the number of homeless people living there, including an increase in the number of women, families with kids, and seniors who are gravitating there because of a lack of alternatives. To illustrate the issue, there is:

- **An estimated 441 intakes at the NS Emergency Shelter in 2016;**
- **A steady annual increase in the length of stay, with 103 individuals staying in the shelter for up to 60 days and 75 staying for more than 90 days in 2016;**
- **An 8 year waitlist for Supportive Transitional Housing (Dovercourt House & units above Homeless Shelter);**
- **No capacity in the existing North Shore Shelter.**

Extreme Weather:

This past winter demonstrated the critical nature of the homeless problem on the North Shore. In order to be prepared for extreme weather, a committee of staff and service providers create a plan annually. The North Shore Extreme Weather Response (EWR) Plan is the framework for expanding resources for homeless persons to prevent hardships due to extreme weather conditions. The North Shore EWR Plan defines extreme weather as conditions deemed severe enough to present a substantial threat to the life or health of homeless persons. Due to the geography of the North Shore, the threshold for extreme weather was recently changed to include two days of consecutive heavy rainfall with warnings, which is not a typical extreme weather threshold in other Metro Vancouver areas. BC Housing is responsible for approving the activation of EWR across the province, including on the North Shore.

EWR on the North Shore has already been activated multiple times in 2016/2017 due to heavy rainfall and snow. With the activation of EWR, 20 additional beds are provided at the Shelter to allow increased numbers of homeless individuals to find temporary warm and dry accommodations. In the event the 20 EWR beds become full, an overflow shelter site is available at North Shore Neighbourhood House. Other housing resources, including SAGE Transition House and the Youth Safe House, are available for women and children, as needed. The following are the total numbers for the EWR in 2016/2017:

- **December: 470 people**
- **January: 349 people**
- **February (1-15): 188 people**

Homeless in Vehicles:

An increasingly challenging issue is the number of people living in their cars on the North Shore. The most prevalent location for this is the area around Capilano Mall, along MacKay Creek. Homeless Outreach staff reports that Wal Mart has a national policy that allows people to park their cars and sleep overnight in any Wal Mart parking lot across Canada. As a result Wal Mart has become a gathering place for the homeless sleeping in their vehicles. This area of North Vancouver is also the boundary between the City and District, which causes some concern with different parking rules and bylaw enforcement approaches. District staff has met with the RCMP to request that people who park their cars there longer than the allowable 72 hours are not ticketed, since they cannot pay, and that calls to Homeless Outreach staff are instead used as a way to support these homeless individuals to connect with local food and emergency shelter resources. However, as the overall numbers of people, and complaints about them increase, a more implementable solution must be found. Based on anecdotal evidence from site visits, the estimated number of homeless people living in cars is 40.

Cost to Municipality:

A survey was done for the recently formed Regional Homeless Task Force that collected data on the amount of money each Metro municipality was spending to respond to calls about homelessness. The data show that millions of dollars are being spent by Metro Vancouver municipalities on bylaw enforcement, parks, engineering, and streets clean up responses to homeless camps and individuals. There is recognition across the region that this is a growing problem and that the response does not substantively address homelessness. The Regional Homeless Task Force is working on trying to address and solve this problem with advocacy to both the provincial and Federal Governments for much needed direct funding to address homelessness.

Calls for municipal staff response in the District most often have to do with homeless encampments. Mosquito Creek and Mackay Creek have been long-standing camping areas for the North Shore's homeless community due to their relative privacy and seclusion. The City and District have been monitoring these areas for a number of years. Once a camp is discovered and a notice to vacate is issued, Homeless Outreach partners are often asked to accompany Bylaw and Parks staff to assist in transitioning homeless individuals from the site into more suitable housing and to establish relationships that will assist homeless individuals in accessing other resources.

A recent British Columbia Supreme Court decision allowing overnight temporary shelters or camps in public parks between 7pm and 9am, if no formal shelter options are available, has prompted staff to update the North Shore Homeless Protocols to ensure compliance with this court decision. All relevant District staff, including Bylaws, Streets, and Parks staff have been trained to ensure respectful and courteous encounters with the homeless community when discovered in District parks and other public spaces.

- **Parks staff estimates \$15,000 was spent on clean ups and an additional \$15,000 in staff time was allocated in 2016 to homeless files in the District.**
- **Bylaw and Streets/Engineering staff also respond regularly to complaints and clean up requests related to homeless encampments**

Next Steps:

The North Shore Homelessness Task Force has created a Working Group to explore the viability of creating a Family Shelter and Supported Housing project on the North Shore and has recently toured two family shelters in Vancouver and New Westminster to better understand how they operate and what their locational requirements are.

Staff recommend that a business case be developed with this group of key stakeholders that addresses the following:

1. Location Criteria – close to transit, schools, employment, and areas where homeless women, children, and families are currently found
2. Building Form – multifamily, minimum square footage, number of bedrooms, bedroom mix, supportive housing options
3. Operational Model – staffing ratios, total number of residents, shelter and supportive housing options
4. Operational & Capital Funding Sources – discussions with Ministry for Child and Family Development, BC Housing, and Ministry of Health to explore potential operational and capital funding partners
5. Best Practice to Identify a Non-Profit Partner – explore direct sourcing a non-profit partner, conduction an Expression of Interest process or other options to be determined

Timing/Approval Process:

Homelessness is increasing annually across the region and on the North Shore. Creating new shelter spaces and supportive housing units for those that are ready for more independent living is a complex task, requiring cooperation from all three levels of government and extensive community consultation. Staff feels this is necessary work that must begin now in order to manage this problem in the future and to provide critical emergency services to our most vulnerable community members.

Concurrence:

Parks, Bylaw, and Finance staff have all reviewed and provided comment on this report.

Financial Impacts:

In order to move forward with locating a Family Shelter and supportive housing project in the District, a District-owned site must be identified. Strategic use of District lands to contribute

towards the creation of a Family Shelter is an important incentive the municipality can use to leverage partnerships, including capital and operational dollars from other levels of government. The District can retain ownership of the land through a long term ground lease of 60 years. The District may be asked to waive municipal permit application fees and DCC's. More details on the impact of waiving fees will need to be addressed when a potential partner is identified and the project scope is further refined. The non-profit housing provider would be responsible for all capital and ongoing operational costs for the project.

Liability/Risk:

Previous experience using District-owned land for emergency housing projects indicates that project partners who build and operate the housing take on the liability and responsibility for the project during the term of the lease. Staff recommends continuing to make this clear in the negotiated leases for any such project in the future. In addition, an emergency shelter service could potentially raise concerns from the neighbouring community in which the shelter is located. Should Council approve this use of a District site, staff recommends the District partner with the future operator of the Family Shelter to facilitate the creation of a Neighbourhood Advisory Committee to address those community concerns directly.

Social Policy Implications:

As housing insecurity becomes more prevalent due to rising housing prices across the North Shore, a coordinated approach is necessary to ensure individuals who are homeless, at risk of homelessness and on low-income are supported. It is critical that resources for the homeless and those at risk of homeless are allocated now before the problem becomes unmanageable. Staff in Vancouver and Surrey are grappling with ways to support thousands of homeless people living on their streets. Though the numbers of homeless and persons at-risk of homelessness on the North Shore are alarming, it is still possible to accommodate them. The work must begin as soon as possible however, as the pathways to homelessness are complex and require many partners working comprehensively together to resolve the issues. To support this vulnerable population, increased financial contributions, land, and staff resources from the District are needed to create an appropriate Emergency Shelter continuum for people on the North Shore.

Public Input:

Should this project move forward, the general public would be able to review and comment on the particular details of the proposal including land use and density, etc.

Options:

THAT staff be directed to work with non-profit partners to develop a business case for the creation of a Family Shelter and Supported Housing project in the District of North Vancouver;

AND THAT staff be directed to explore potential locations for a Family Shelter and Supported Housing project on a District-owned site;

AND THAT staff report back to Council with next steps in the first quarter of 2018.

OR

THAT staff do not continue further work on this at this time.

Respectfully submitted,



Annie Mauboules
Senior Community Planner

Attachment A: North Shore Homeless Service Use Data Report

REVIEWED WITH:		
<input checked="" type="checkbox"/> Sustainable Community Dev.	<input type="checkbox"/> Clerk's Office	External Agencies:
<input type="checkbox"/> Development Services	<input type="checkbox"/> Communications	<input type="checkbox"/> Library Board
<input type="checkbox"/> Utilities	<input checked="" type="checkbox"/> Finance	<input type="checkbox"/> NS Health
<input type="checkbox"/> Engineering Operations	<input type="checkbox"/> Fire Services	<input type="checkbox"/> RCMP
<input type="checkbox"/> Parks	<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 checked="" type="checkbox"/> Real Estate	



North Shore Homelessness Data Report

2016 Service Use Data

This report captures demographic and service use data on unique service recipients served by the major homelessness serving organizations during the year 2016

Prepared by Leya Eguchi for the North Shore Homelessness Task Force

September 22, 2017

In collaboration with

Hollyburn Family Services Society • Lookout Housing and Health Society
Vancouver Coastal Health • Canadian Mental Health Association • Squamish Nation
North Shore Crisis Services Society • BC Non-Profit Housing Association
District of North Vancouver • City of North Vancouver • District of West Vancouver



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North Shore Homelessness Data Report

Executive Summary

Six major providers of homelessness services on the North Shore contributed to this report by providing anonymized information on each individual client who accessed homelessness services with an intake date falling within the 2016 calendar year.

Absolutely Homeless Population

- Among those receiving homelessness services, there were 736 unique individuals considered absolutely homeless¹ on the North Shore who had an intake date in 2016.
- Based on available information on gender, there were significantly more absolutely homeless men than women, with 63% (330) men and 37% (190) women.
- There were 453 homeless adults aged 25-54, comprising the largest age group among the homeless population (62%). There were 178 seniors over the age of 55 representing nearly a quarter (24%) of the total. Youth under 24 comprised 14% of the homeless population (103).
- 50% of the absolutely homeless population accessed the HealthConnection clinic in 2016.

At-Risk Population

- 295 unique individuals who accessed homelessness services in 2016 were considered at-risk² due to imminent risk of housing loss.
- 68% of at-risk service recipients identified as female, and 32% as male.
- Adults aged 25-54 represented 59%, youth under 24 represented 6%, and seniors over the age of 55 represented 35% of the at-risk group.
- 24% of the at-risk service recipients were accompanied by children, with the majority (94%) being female led families.
- Domestic violence appears to be a significant risk factor for women's housing instability, as more than half (51%) the at-risk women reported experiencing domestic violence.

2016 Snapshot



Total unique absolute homeless service recipients: 736

Number of homeless individuals accessing multiple services: 124

Number of homeless adults (25-54): 453

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Number of homeless seniors (over 55): 178

Number of homeless or at-risk service recipients who reported domestic violence: 136

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¹ Absolutely homeless includes those living on the streets or in places not intended for human habitation, those staying in homeless shelters (including safe houses and women's shelters) and those whose accommodation is temporary and lacks security of tenure (i.e. couch surfing, hospitals, detox facilities).

² At Risk refers to those who are not homeless, but whose current economic and/or housing situation is precarious or does not meet public health and safety standards (would become homeless imminently without supports). Based on: Canadian Observatory on Homelessness (2012) Canadian Definition of Homelessness. Homeless Hub: www.homelesshub.ca/homelessdefinition/



1 Introduction

1.1 Background

The North Shore Homelessness Data Report is an initiative of the North Shore Homelessness Task Force (NSHTF). The 2017 Homeless Count Preliminary Data Report³, a one day count, yielded a relatively low number on the North Shore compared to other homeless count trends since 2002.

Point in Time Count Year	2002	2005	2008	2011	2014	2017
North Shore Total Homeless Counted ⁴	47	90	127	122	119	100 ⁵

Figure 1. Historical Point in Time Homeless Count numbers for the North Shore

Members of the NSHTF assert that the actual number of homeless individuals on any given day is far greater than the 100 counted during the one day point in time count, and have begun to explore ways to capture and present more realistic data. Six major homelessness outreach and shelter providers on the North Shore agreed to provide their 2016 service use data, with safeguards to protect service recipient confidentiality. The relationship between the point in time count and the one year service provider data is presented in Figure 2 below:

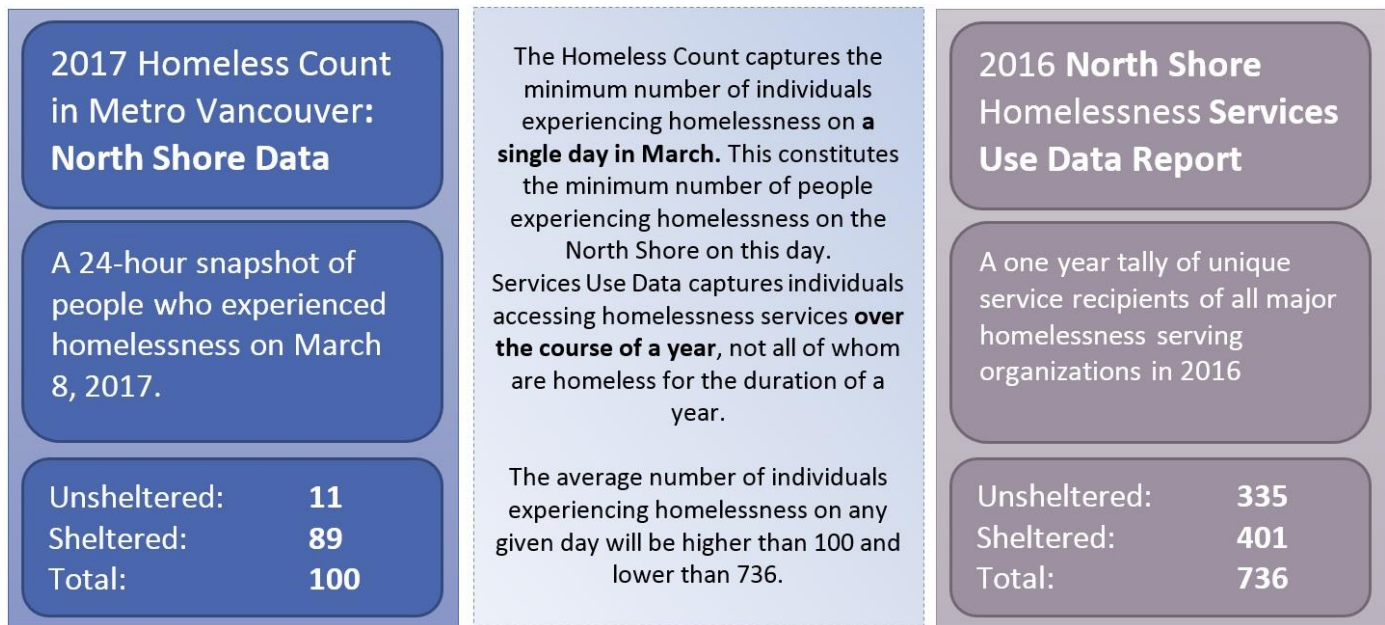


Figure 2. Relationship between the Homeless Count (point in time count) and one year service data

³ Metro Vancouver (2017). Homeless Count in Metro Vancouver PRELIMINARY DATA REPORT, <http://www.metrovancouver.org/services/regional-planning/homelessness/HomelessnessPublications/2017MetroVancouverHomelessCountPreliminaryData.pdf>

⁴ Metro Vancouver (2014). Metro Vancouver Homeless Count Report. <https://www.metrovancouver.org/services/regional-planning/homelessness/HomelessnessPublications/2014MVHomelessCountJuly31-14Results.pdf>

⁵ Metro Vancouver (2017).



1.2 Purpose

The purposes of the North Shore Homelessness Data Report are to provide the best estimate of the number of people who are homeless on the North Shore over the course of a year, to obtain demographic information and to better understand the service needs of this population.

1.3 Geographic Scope

This data report focuses on data from service recipients who live and access services in the City of North Vancouver, District of North Vancouver, District of West Vancouver and Squamish Nation.

1.4 Participating service providers

The service providers that provided data for this study include Hollyburn Family Services Society, Lookout Housing and Health Society, Vancouver Coastal Health (HealthConnection clinic), Canadian Mental Health Association North and West Vancouver Branch, North Shore Crisis Services Society and Squamish Nation Member Services.

1.5 Definitions

For the purpose of this report, the total number of **absolutely homeless** individuals is calculated by adding unsheltered and emergency sheltered individuals, but it does not include at-risk individuals. Many individuals access multiple services and transition between sheltered, unsheltered and at-risk throughout the year. If an individual accessed multiple services, including at least one shelter stay, they were recorded as “Emergency Sheltered” in order to track those who accessed a shelter at least once during the year. If an individual moved from at-risk to unsheltered during the year, they were recorded as unsheltered.

Unsheltered Homeless refers to “people living ‘outside’, including in alleys, doorways, parkades, parks and vehicles. This category also includes people who are couch surfing and accessing homeless services.”⁶

Emergency Sheltered refers to those who stayed in a homeless shelter at least once during 2016, including safe houses and women's shelters. While the homeless count limits the definition of sheltered homeless to those who can expect to stay no longer than 30 days⁷, the time limit used in this study is up to 6 months, as different shelters have different stay limits on the North Shore.

At Risk refers to those who are not homeless, but whose current economic and/or housing situation is precarious or does not meet public health and safety standards (would become homeless imminently without supports).

In terms of age groups, the definitions of seniors and youth vary widely across different organizations. In this report, we used 55+ for seniors, and below 24 as youth in order to align with the Metro Vancouver Homeless Count⁸.

A full list of definitions used in this research is provided in Appendix 1.

⁶ Metro Vancouver (2017). Homeless Count in Metro Vancouver PRELIMINARY DATA REPORT, <http://www.metrovancouver.org/services/regional-planning/homelessness/HomelessnessPublications/2017MetroVancouverHomelessCountPreliminaryData.pdf>

⁷ ibid

⁸ ibid



1.6 Methodology

A standardized spreadsheet was provided to all participating service providers, who used their agency database and records to enter demographic data for service recipients served during the year 2016. For the purpose of data uniformity, only individuals with an intake date during the 2016 calendar year were included. The data was then combined into a single spreadsheet, and duplicates were eliminated. No service recipient names or birthdays were used. Instead, we used service recipient initials, birth year and gender to identify duplicate service recipients. 376 duplicate entries were identified, which were merged into 173 unique records. Typing errors were also identified and corrected or deleted. Aggregate data was then calculated based on the demographic information of service recipients.

1.7 Limitations

This project was dependent on each agency reporting their in-house service recipient data, and is thus subject to human error, omissions and mislabelling. There are wide variations in how each agency collects, tracks and stores service recipient, and it was not possible or feasible for some agencies to enter data for all of the fields requested. This limits the validity of some of the demographic information where data was not provided by one or more of the major partners. For example, income source information was available for only 28% of the sample, with a higher representation of youth and seniors compared to adults. This makes it difficult to generalize the available information to the larger group. In addition, due to poor response rate, the data we collected regarding language preferences, Aboriginal status, immigration/refugee status, and access to addictions and mental health services was insufficient to enable sound data analysis in the final report. Further research is suggested to better understand these needs.

Best efforts were made to correct typing errors and identify and omit duplicate entries, but there is likely a small margin of error based on human error during data entry. It is also possible that some individuals were inadvertently deleted due to having the same initials, birth year and gender preference.

Additionally, since data was only captured for persons who accessed a participating homelessness service provider, it does not include people who did not access any services or those who accessed other services. In particular, food banks and other poverty related services have been reporting a large number of at-risk and homeless populations among their service recipients, but these were not captured in this report.



2 Number of Homeless Individuals on the North Shore

2.1 Unsheltered and Sheltered Totals

A total of 736 unique homeless individuals were identified by participating service providers based on 2016 intake information. Out of these service recipients, 401 individuals accessed a homeless shelter at least once during the calendar year. Shelters included the North Shore Shelter, the North Shore Youth Safe House and the Seniors Safe House; however, direct service recipient information was not available for the Sage Woman’s Transition House due to safety reasons. The Metro Vancouver Homeless count includes women staying at a transition house in the sheltered homeless category, while this report does not, thus making the number of homeless women in this report an underestimate. The home municipality was identified for 455 homeless individuals, with 286 identifying as City of North Vancouver residents, 125 identifying as District of North Vancouver residents, and 44 identifying as District of West Vancouver residents.

Municipality	City of North Vancouver	District of North Vancouver	District of West Vancouver	Other/Unknown
Unsheltered	167	94	35	39
Emergency Sheltered	119	31	9	242
Total	286	125	44	281

Figure 3. Homeless service recipients by municipality

2.2 Monthly Trends in new client intake

The average number of new client intakes per month was 59, based on the 713 absolutely homeless clients with an intake date clearly identified. As the same client was not counted twice, only the first intake was counted if a client accessed services multiple times. While May saw the highest number of intakes and there was a drop in June and December, the number of intakes seem relatively consistent throughout the year. Service providers will anecdotally agree on a higher service need in the winter months from October to March. As we have not collected data on turnaways recorded by service providers, particularly shelters, this cannot be reflected in our report. It should be noted, however, that intakes reflect the limited capacities of the service providers and not necessarily the needs of the community.

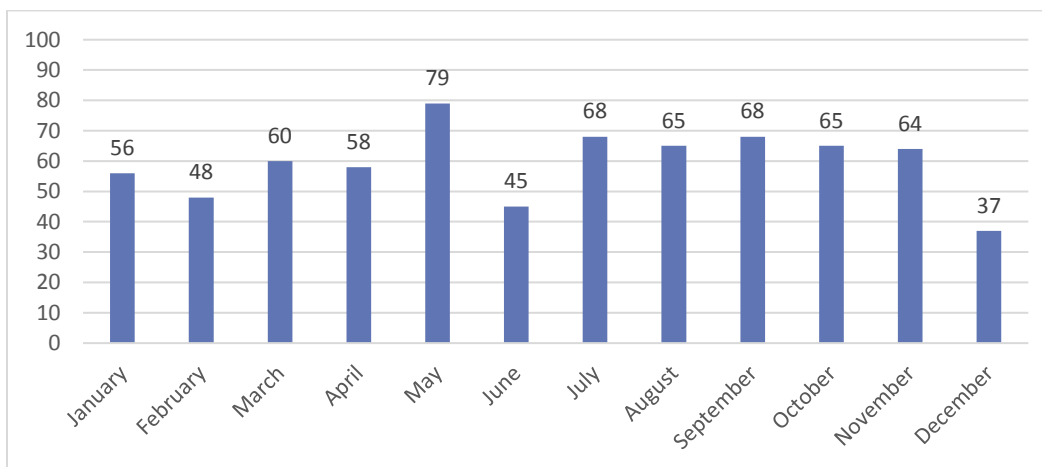


Figure 4. Monthly new intakes (unique homeless service recipients)



3 Profile of the Homeless Population on the North Shore

3.1 Gender

Overall, there was a much higher number of homeless individuals identifying as male (63%) compared to those identifying as female (37%). This is consistent with the 2014 Metro Vancouver Homeless Count Report which stated that women often stay with families or friends or remain in unsafe situations, rather than sleep outside, go to shelters or access homelessness outreach services⁹. There were 7 transgendered individuals reported, but we did not capture their preferred gender in this research.

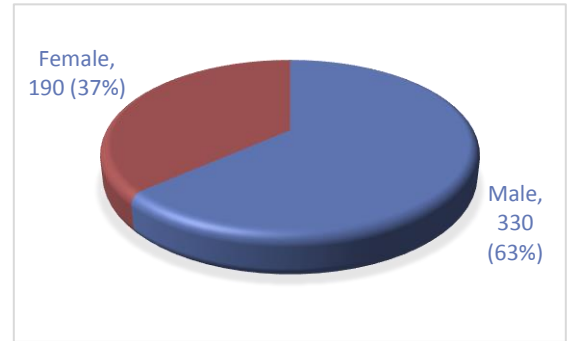
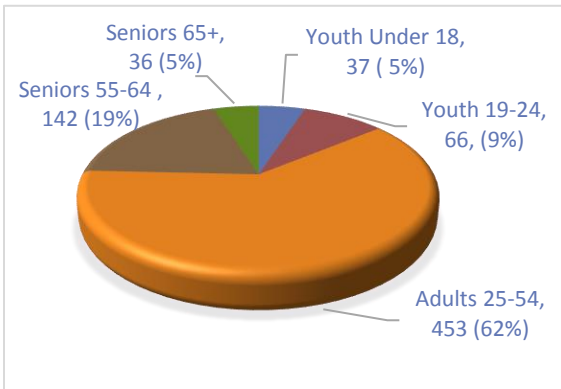


Figure 5. Gender breakdown of homeless service recipients (where gender is identified)

3.2 Age



Age information was available for the majority of the homelessness service recipients (734). In 2016, adults aged 25-54 comprised the largest group of service recipients at 62% (453). Although the age classification of homeless individuals varies, we have aligned our definitions with the Homeless Count in Metro Vancouver¹⁰. There were 37 homeless children and youth under the age of 18, and 66 between the ages of 19-24. There were 142 homeless seniors between the ages of 55-64, and 36 over the age of 65. The oldest homeless senior with an intake date in 2016 was 88 years old.

Figure 6. Age group breakdown of homeless service recipients

3.3 Primary income Source

The primary income source refers to the formal income source from a government agency or formal employment. The primary income source was identified for only 211 homeless service recipients.¹¹ 88 service recipients reported that they had no income, followed by Provincial Persons with Disability Assistance (PWD) (58), income assistance (IA) (33), employment (14) and a combination of Canada Pension Plan (regular or disability), Old Age Security and Guaranteed Income Supplement (11).

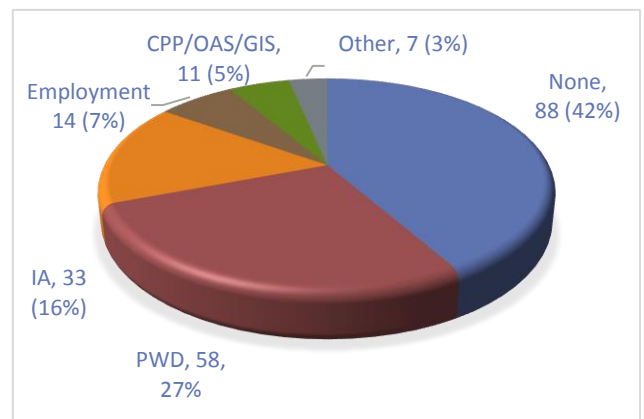


Figure 7. Formal income sources of homeless service recipients

⁹ Metro Vancouver (2014). Metro Vancouver Homeless Count Report. <https://www.metrovancouver.org/services/regional-planning/homelessness/HomelessnessPublications/2014MVHomelessCountJuly31-14Results.pdf>

¹⁰ ibid

¹¹ A higher youth and seniors representation for income data likely had a skewing effect.



Because only the primary formal income source was identified, no information is available regarding secondary income sources or informal employment such as bottle collecting.

An analysis of income source by age group reveals that the majority of homeless youth had no income source, causing the “no income” category to be skewed in Figure 8. While more than half the adults in the 25-54 and seniors in the 55-64 age group were on Provincial Income assistance (IA) or Persons with Disability Assistance (PWD), the 25-54 age group had a higher rate of employment compared to the 55-64 age group. Most seniors over 65 were receiving a combination of Canada Pension Plan (CPP), Old Age security (OAS) and Guaranteed Income Supplement (GIS).

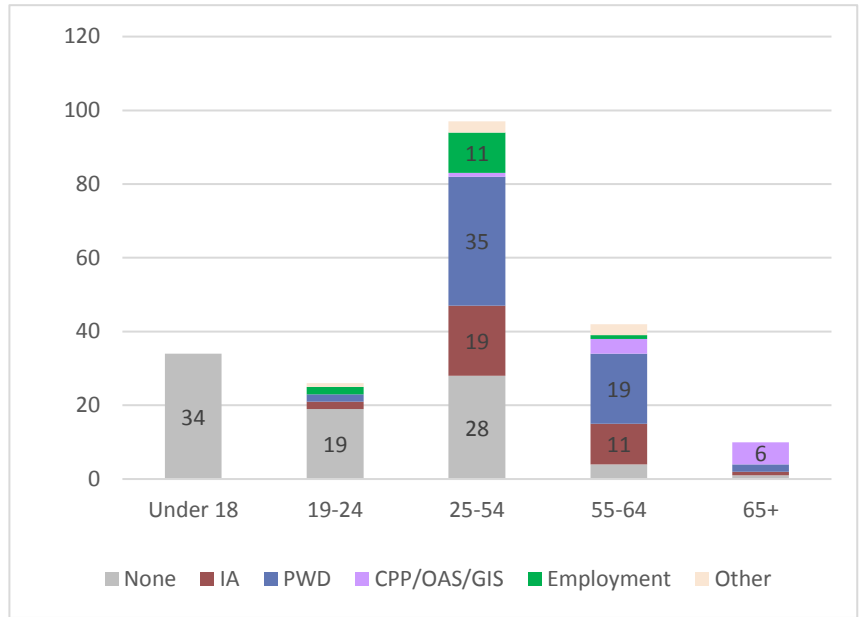


Figure 8. Primary income source breakdown by age group: Homeless service recipients

3.4 Access to Primary Health Care Services

In addition to self-reported health care access information, the list of homeless clients was cross-referenced with patients accessing the HealthConnection clinic to assess how many clients accessed this service. Based on this analysis, 366 homeless service recipients had accessed the HealthConnection clinic (HCC) at least once in 2016. 26 reported accessing their own family doctor (GP), and 343 either had no access or accessed another form of health care. The HealthConnection clinic opened in 2013 and provides primary care for North Shore residents who “don’t have a regular Family Doctor (GP) or Nurse Practitioner (NP), and who experience complex medical, mental health and addiction issues, and/or socio-economic needs (such as housing, income, and access to food).”¹²

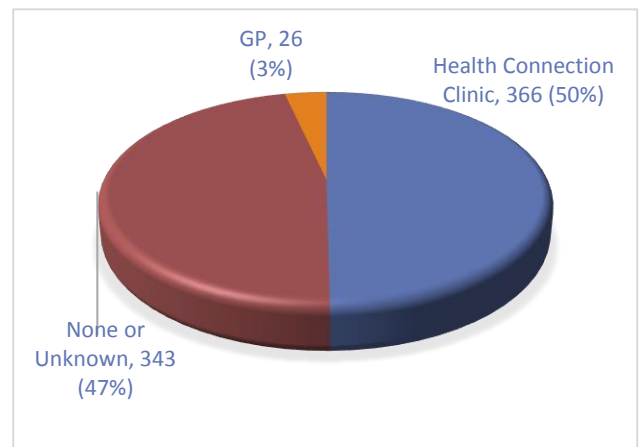


Figure 9. Access to primary health care: Homeless service recipients

¹² Vancouver Coastal Health. HealthConnection. <http://www.healthconnectbc.ca/vch/programs/1741-healthconnection-clinic>



4 Profile of the At-Risk Population

295 service recipients were identified as at-risk, and this group is presented separately from the absolute homelessness population. The at-risk population is defined as service recipients who are not homeless, but whose current economic and/or housing situation is precarious or does not meet public health and safety standards, and who would become homeless within three months without supports. This category also includes recipients of emergency housing subsidies intended to prevent housing loss, such as the BC Housing Homelessness Prevention Program (HPP) and Homeless Outreach Program (HOP).¹³ This study does not include individuals and families living in perpetual poverty¹⁴, unless they accessed homelessness services due to an imminent risk of losing their housing.¹⁵

4.1 Gender and Domestic Violence

Overall, there was a much higher number of at-risk individuals identifying as female at 68% (200) compared to the 32% (94) identifying as male as seen in Figure 10. More than half (51%) of the at-risk women (102) reported experiencing domestic violence, many (56) of whom were accompanied by children. Domestic violence appears to be a significant risk factor for women’s housing instability, but this does not appear to be the case for men.

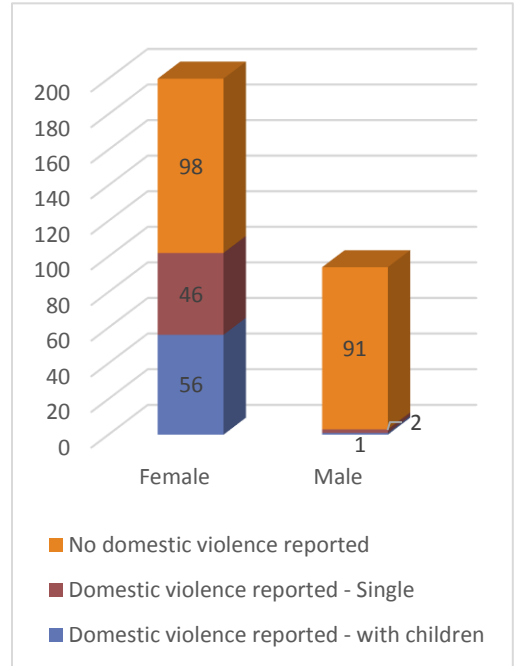
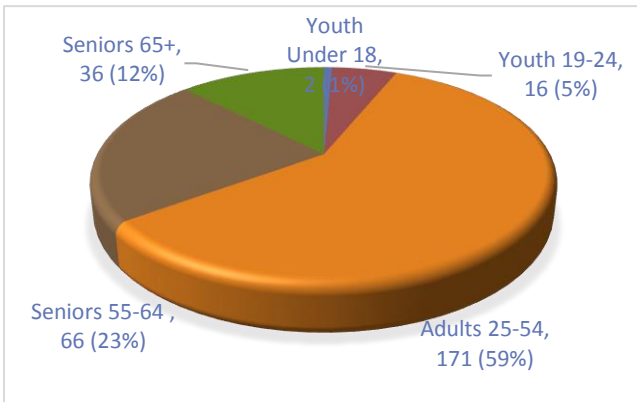


Figure 10. Relationship between gender and domestic violence for at-risk service recipients

4.2 Age



Age information was available for 99% of the at-risk service recipients. In 2016, adults aged 25-54 comprised the majority (59%) of the at-risk service recipients. Youth under 24 represented 6%, and seniors over the age of 55 represented 35% of the total.

Figure 11. Age breakdown of at-risk service recipients

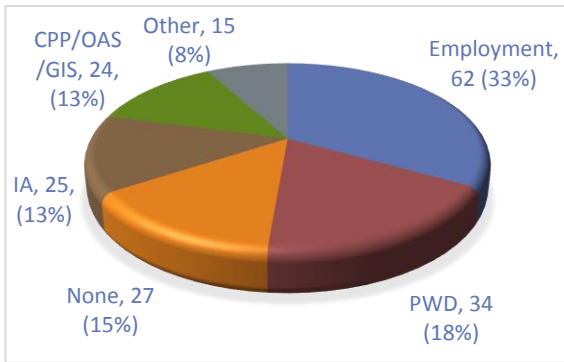
¹³ BC Housing. (2017). www.bchousing.org

¹⁴ This study does not include services for individuals and families living in poverty, such as food banks and free meals.

¹⁵ Imminent risk of housing loss is defined as being within three months of probable housing loss without an intervention.



4.3 Primary income Source



The primary income source refers to the formal income source from a government agency or formal employment.¹⁶

The primary income source was identified for 63% of the at-risk service recipients. 33% of the service recipients reported that they were employed, followed by Provincial Persons with Disability Assistance (PWD) (18%) and No income (15%). Income assistance (IA) and CPP/OAS/GIS followed at 13% each.

Figure 12. Primary income sources: At-risk service recipients

4.4 At-Risk Families with Children

72 at-risk individuals reported children accompanying them. 94% of these families were female-led. Over half (51%) had one child, 42% had two children, and 5 families (7%) had more than 3 children.

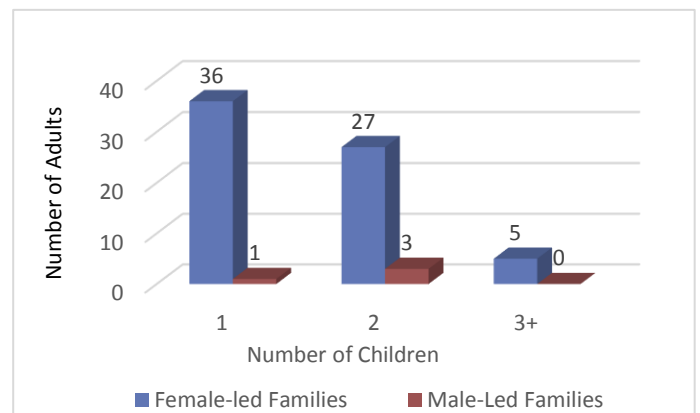
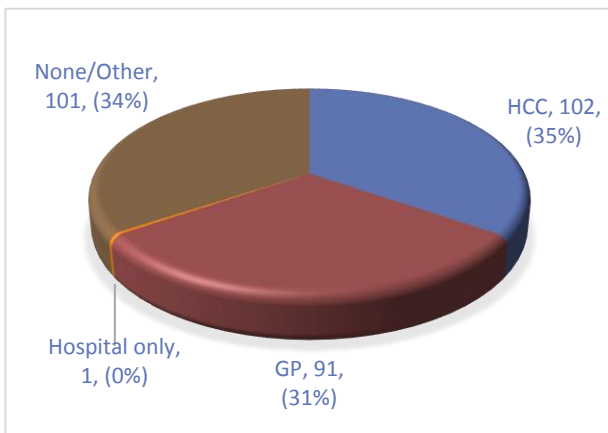


Figure 13. Number of children per adult by parent gender: At-risk service recipients

4.5 Access to Primary Health Care



In addition to self-reported health care access information, the list of at-risk clients was cross-referenced with patients accessing the HealthConnection clinic. Based on this analysis, 102 at-risk service recipients had accessed the HealthConnection clinic (HCC) at least once in 2016. 91 reported accessing their own family doctor (GP), and 101 either had no access or accessed another form of health care.

Figure 14. Access to primary health care: At-risk service recipients

¹⁶ Only the primary formal income source was identified, so no information is available regarding secondary income sources or informal employment such as bottle collecting.



5 Breakdown by Municipality

The home municipality was identified for 477 homeless service recipients. Of these, 286 were residents of the City of North Vancouver, 125 were from the District of North Vancouver, and 44 were from the District of West Vancouver. The remaining 22 identified as being transient, from out of province or from other municipalities.

5.1 City of North Vancouver

The City of North Vancouver has the highest number of homeless individuals compared to other North Shore municipalities. There were 419 total homelessness service recipients reported, with 286 absolutely homeless individuals (unsheltered or accessed a shelter at least once during the year). Based on a total population of 52,897,¹⁷ the percentage of absolutely homeless individuals was 0.54% of the total population in 2016.

Age Group	Youth (Under 18)		Youth (19-24)		Adults (25-54)		Seniors (55-64)		Seniors (65+)		Total
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Unsheltered	0	2	6	3	56	54	25	9	5	5	165
Accessed Shelter	0	0	10	2	69	11	19	2	3	1	117
At-Risk	0	0	2	4	23	56	11	21	9	7	133
Total	0	2	18	9	148	121	56	34	18	13	
Category Total	2		27		269		90		31		419

Figure 15. Service recipient demographics in the City of North Vancouver by age group and gender

5.2 District of North Vancouver

The District of North Vancouver had 210 total homelessness service recipients reported, with 125¹⁸ absolutely homeless individuals (unsheltered or accessed a shelter at least once during the year). Based on a total population of 85,935,¹⁹ the percentage of absolutely homeless individuals was 0.15% of the total population in 2016.

Age Group	Youth (Under 18)		Youth (19-24)		Adults (25-54)		Seniors (55-64)		Seniors (65+)		Total
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Unsheltered	0	0	4	1	22	23	21	18	3	1	93
Accessed Shelter	1	0	6	1	8	7	5	1	0	2	31
At-Risk	0	1	2	3	11	40	9	7	4	3	80
Total	1	1	12	5	42	70	38	26	8	7	
Category Total	2		17		112		64		15		210

Figure 16. Service recipient demographics in the District of North Vancouver by age group and gender

¹⁷ City of North Vancouver (2016). <http://www.cnv.org/your-government/about-the-city/community-statistics>

¹⁸ One individual did not have a gender reported so is not reflected in Figure 16

¹⁹ Statistics Canada (2017). <http://www12.statcan.gc.ca/census-recensement/2016/dp-pd/hlt-fst/pd-pl/Table.cfm?Lang=Eng&T=304&SR=11&S=87&O=A&RPP=5&PR=59&CMA=0&CSD=0>



5.3 District of West Vancouver

The District of West Vancouver had the lowest number of homeless individuals among the three municipalities with a total of 96 homelessness service recipients reported, including 44 absolutely homeless individuals (unsheltered or accessed a shelter at least once during the year). Based on a total population of 42,473,²⁰ the percentage of homeless individuals was 0.1% of the total population in 2016.

Age Group	Youth (Under 18)		Youth (19-24)		Adults (25-54)		Seniors (55-64)		Seniors (65+)		Total
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Unsheltered	0	0	1	0	6	16	4	1	6	1	35
Accessed Shelter	0	0	1	1	2	1	1	1	1	1	9
At-Risk	0	0	2	2	5	20	6	6	2	7	50
Total	0	0	4	3	13	37	12	8	10	9	
Category Total	0		7		50		20		19		96

Figure 17. Service recipient demographics in the District of West Vancouver by age group and gender

²⁰ Statistics Canada (2017). <http://www12.statcan.gc.ca/census-recensement/2016/dp-pd/hlt-fst/pd-pl/Table.cfm?Lang=Eng&T=304&SR=11&S=87&O=A&RPP=5&PR=59&CMA=0&CSD=0>



6 Analysis

6.1 Relationship to the Point in Time Homeless Count

The Point-in-time homeless count is conducted across Metro Vancouver every three years in order to “estimate the number of sheltered and unsheltered people who are homeless during a 24-hour period. This is not the same as estimating the number of people who move in and out of homelessness throughout the course of a year.”²¹ While service providers know that they encounter far more service recipients experiencing homelessness throughout the year than is counted in one day, it has been unclear up to now how many unique community members actually experienced homelessness throughout the year on the North Shore. This relationship can be better understood by conducting this research concurrently during future homeless counts and also by replicating this research across other communities in Metro Vancouver.

6.2 Additional Demographic Information

In this research, we attempted to collect further demographic information such as preferred language, Aboriginal self-identification, other genders, veteran, refugee and foreign national status, as well as mental health and addictions service use. Due to the low response rate in these categories, we were unable to present meaningful data in this report. The limited data available did indicate the importance of understanding better the needs of the Aboriginal population, Farsi-speakers, transgendered individuals and immigrant and refugee populations in particular. It is not clear if these populations were underreported²² due to the low response rate, or if there are barriers to accessing services due to cultural and safety issues. Further research is recommended in these areas.

6.3 Tracking chronically homeless individuals

In this research, we excluded individuals who received services in 2016 but had an intake date prior to 2016. This was in order to maintain data integrity, as we did not have a complete data set across agencies on individuals with intakes prior to 2016 (but still receiving services). 175 individuals were removed from the data set for this reason, consisting of 38 unsheltered, 83 emergency sheltered and 35 at risk individuals. While not included in the 2016 data, these individuals represent many of the long-term, chronically homeless service recipients. More research is needed to better understand the chronic homeless population.

²¹ Metro Vancouver (2014). Results of the 2014 Homeless Count in the Metro Vancouver Region. <https://www.metrovancouver.org/services/regional-planning/homelessness/HomelessnessPublications/2014MVHomelessCountJuly31-14Results.pdf>

²² Underrepresentation indicates that the numbers reported were lower than the regional average based on Statistics Canada and/or the Homeless Count in the Metro Vancouver Region



7 Conclusion

Service Providers on the North Shore have long felt a large gap between available homelessness services and the people who access them. This report was created with the hope of shedding light on the size of this gap and to hopefully create impetus in all levels of government to address it.

Participating service providers identified 736 unique homeless individuals with an intake during the 2016 calendar year, of which 401 (54%) stayed in a shelter at least once in 2016. Based on the intake data, an average of at least two North Shore residents became homeless each day, with additional residents falling into risk daily. While the point in time homeless count focused on homeless individuals visible on the streets and in shelters during a 24 hour period, the present research focused on the number of people accessing services over one calendar year (12 months). While both these approaches offer valuable insights, they each have their limitations and do not account for those who prefer to remain hidden.

The City of North Vancouver had the highest homeless population as well as the highest number of homeless individuals per capita, followed by the District of North Vancouver and the District of West Vancouver. This falls within expectation as these trends match the overall socioeconomic trends in the three municipalities. However, it is also in this order that a prevalence of homelessness services can be found on the North Shore. Since our count relied on service provider information, with most of the services located in the City of North Vancouver, it is easy to imply that unsheltered homeless individuals in both the Districts weren't reached to be counted with the same success as those who connect with various service providers in the City.

Based on the limitations mentioned earlier in the report, our endeavor served to raise several questions and recommendations for future Homeless research on the North Shore and across Metro Vancouver:

- What are the actual numbers of homeless individuals who identify as Aboriginal, female, gender non-conforming, immigrant and/or refugee on the North Shore? Is there an under or over-representation compared with the general population? Are there barriers to accessing service for some of these populations?
- Further research is needed to better understand the hidden homeless population. For example, how many women are living in unsafe or violent housing situations due to a perceived lack of safe homelessness services?
- What are the root causes and potential solutions for youth homelessness?
- How many people became homeless for the first time? How many people are chronically homeless?
- How many people were turned away from shelters or services due to lack of capacity?
- How many people from the North Shore accessed homelessness shelters and services in other municipalities?

Finally, a large number of people receiving government assistance or pensions are reflected amongst the homeless, despite the fact that these are the fixed incomes that are deemed to be livable by respective levels of government. Homelessness counts and related research consistently demonstrates that the \$375 shelter portion does not reflect actual rental requirements and inevitably pushes people into homelessness. We strongly recommend that the provincial government consider raising the rates considerably to reflect the realities of the current rental market. Additionally, the high market rental costs and very low rental vacancy rates are a major obstacle to housing homeless individuals. We recommend that all levels of government develop a coordinated strategy to increase the number of non-market and affordable housing units and provide support services to move individuals out of the cycle of homelessness as outlined in Metro Vancouver's 2017 report *Addressing Homelessness in Metro Vancouver*.²³

²³ Metro Vancouver. (2017). *Addressing Homelessness in Metro Vancouver*.

www.metrovancouver.org/boards/Housing/Addressing_Homelessness_in_Metro_Vancouver-2017_March-OT_Position_Paper.pdf



Appendix 1. Definitions used during data collection

Gender Identity: Client-identified preferred gender

Municipality: Most recent address or preferred hangout area

Primary Cultural/Language Preference: What is considered most important for the purpose of service delivery? Drop-down menu choices included *No preference, Self-identified First Nations, Metis, Inuit, Farsi (Persian), Francophone, Tagalog (Filipino), Korean, Cantonese, Mandarin, Japanese, Arabic and Other.*

Housing Status - Based on "Canadian Definition of Homelessness" by Canadian Observatory on Homelessness²⁴

- Unsheltered - Those living on the streets or in places not intended for human habitation
- Emergency Sheltered - Those staying in homeless shelters (including safe houses and women's shelters)
- Hidden Homeless - Those whose accommodation is temporary, lacks security of tenure (i.e. couch surfing)
- At Risk - Those who are not homeless, but whose current economic and/or housing situation is precarious or does not meet public health and safety standards (would become homeless imminently without supports)

Number of Children: The number of children accompanying an adult service recipient. For couples, only one parent was entered to accurately capture number of homeless families.

Primary Income Source: The largest (formal) source of income. The drop-down menu choices included *No sources of income, Provincial Income Assistance, Provincial Persons with Disabilities assistance, CPP/OAS/GIS, Federal programs such as CPP, OAS, GIS*

Service type: Type of service accessed. The drop-down menu choices included:

- Outreach Only - You are providing housing outreach or case management services
- Shelter Guest - You are providing case management services and shelter (less than 6 months)
- Other Services/Basic Necessity - You are providing other support services or basic needs such as food, clothing and medication

Domestic Violence victim: Currently in an abusive relationship or recently left a relationship due to domestic violence. May be physical, sexual, emotional, economic, or psychological actions or threats.

Primary Care: Access to primary medical services. The drop-down menu choices included: *Client of HealthConnection clinic, Connected to General Practitioner, Hospital only, Has been hospitalized recently but has not accessed primary care and Has not accessed any health care services.*

Mental Health: Access to mental health supports, as defined below:

- Not Needed - No mental health supports required
- Accessing Supports - Currently accessing adequate mental health supports
- Not Enough Supports - Barriers to accessing mental health supports (or supports not meeting client needs)

Addictions: Access to addictions supports, as defined below:

- Not Needed - No addictions supports required
- Accessing Supports - Currently accessing adequate addictions supports
- Not Enough Supports - Barriers to accessing addictions supports (or supports not meeting client needs)

Special Population: Additional client information relevant to service delivery. The drop-down menu choices included:

- Veteran - Any former member of the Canadian Armed Forces who successfully underwent basic training and is honourably released.
- Refugee - A person who meets the Canadian government definition relating to the Status of Refugees.
- Foreign National - An individual that has no status in Canada

²⁴ Canadian Observatory on Homelessness (2012) Canadian Definition of Homelessness. Homeless Hub: www.homelesshub.ca/homelessdefinition/



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Homelessness on the North Shore

Regular Meeting of Council

October 2, 2017

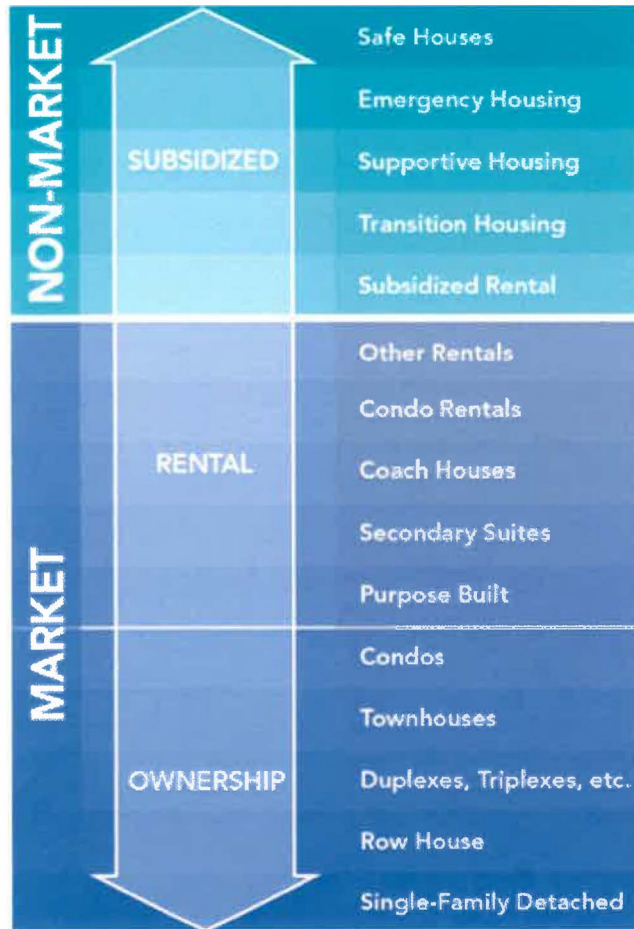
Annie Mauboules, Senior Community Planner
Tom Lancaster, Manager of Community Planning



Presentation Overview

1. Background
2. Housing Continuum
3. Historical NS Homeless Statistics & Trends
 - a) Point in Time Count
 - b) Homeless Service Use Data Report
4. Potential Solution
5. Timelines and Next Steps

Housing Continuum

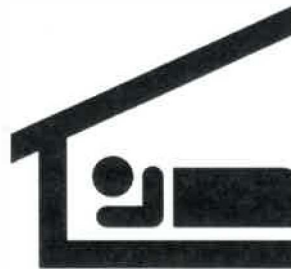


Existing Beds:

- 18 beds for women & children
- 4 beds for youth
- 45 beds for adults == TOTAL 67

Current Need:

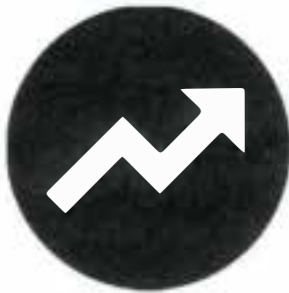
- 335 (unsheltered)
- 401 (sheltered)



Historical Stats & Trends

Point in Time Count

Point in Time Count Year			2002	2005	2008	2011	2014	2017
North Homeless Counted	Shore	Total	47	90	127	122	119	100



There is increasing street homelessness in most municipalities across Metro Vancouver

Historical Stats & Trends

Service Use Data Report

2017 Homeless Count in Metro Vancouver: North Shore Data

A 24-hour snapshot of
people who experienced
homelessness on March
8, 2017.

Unsheltered:	11
Sheltered:	89
Total:	100

The Homeless Count captures the minimum number of individuals experiencing homelessness on a **single day in March**. This constitutes the minimum number of people experiencing homelessness on the North Shore on this day.

Services Use Data captures individuals accessing homelessness services **over the course of a year**, not all of whom are homeless for the duration of a year.

The average number of individuals experiencing homelessness on any given day will be higher than 100 and lower than 736.

2016 North Shore Homelessness Services Use Data Report

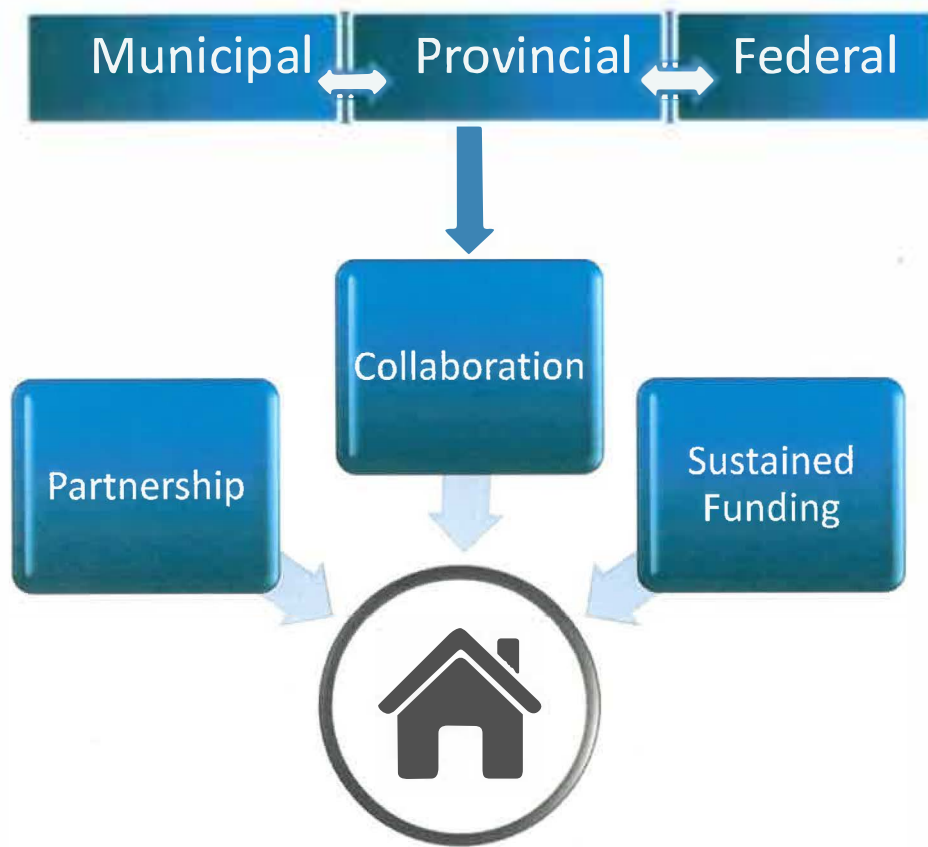
A one year tally of unique
service recipients of all major
homelessness serving
organizations in 2016

Unsheltered:	335
Sheltered:	401
Total:	736

Homeless Service Use Data: Snapshot 2016

- Total unique absolute homeless service recipients: 736
- Number of homeless individuals accessing multiple services: 124
- Number of homeless adults (25-54): 453
- Number of homeless youth (under 24): 103
- Number of homeless seniors (over 55): 178
- Number of homeless or at-risk service recipients who reported domestic violence: 136
- Number of children accompanying homeless or at-risk parent(s): 143

Potential Solution



- Business Case for a Family Shelter and Supported Housing Project
- Identifying District land
- Securing funding from seniors levels of government

Conclusion

- Homeless numbers are increasing
- More pressure on municipal staff
- Geographical distribution of shelters and social housing needed
- Partnerships
- Sustained and consistent funding



Recommendation

THAT staff be directed to work with non-profit partners to develop a business case for the creation of a Family Shelter and Supported Housing project in the District of North Vancouver;

AND THAT staff be directed to explore potential locations for a Family Shelter and Supported Housing project on a District-owned site;

AND THAT staff report back to Council with next steps in the first quarter 2018

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