

AGENDA

REGULAR MEETING OF COUNCIL

Monday, January 22, 2018

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



NORTH VANCOUVER
DISTRICT

www.dnv.org

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Monday, January 22, 2018
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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 8244 – OCP Amendment 1801-1865 Glenaire Drive & 2064-2082 Curling Road
- Bylaw 8245 – Rezoning 1801-1865 Glenaire Drive & 2064-2082 Curling Road
- Bylaw 8215 – Rezoning 1401-1479 Hunter Street & 481-497 Mountain Highway
- Bylaw 8233 – Phased Development Agreement 1401-1479 Hunter Street & 481-497 Mountain Highway
- Bylaw 8262 – OCP Amendment 1923 Purcell Way
- Bylaw 8263 – Rezoning 1923, 1935, 1947 and 1959 Purcell Way
- Bylaw 8239 – Rezoning 3030 Sunnyhurst Road
- Bylaw 8249 – Rezoning 2932 Chesterfield Avenue
- Bylaw 8279 – OCP Amendment Maplewood Village Centre
- Bylaw 8265 – Rezoning SLIA on Prospect Avenue
- Bylaw 8266 – Rezoning SLIA on Clements Avenue and Canyon Boulevard
- Bylaw 8267 – Rezoning SLIA on Montroyal Boulevard

1. ADOPTION OF THE AGENDA

1.1. January 22, 2018 Regular Meeting Agenda

Recommendation:

THAT the agenda for the January 22, 2018 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

4. RECOGNITIONS

5. DELEGATIONS

- 5.1. Habitat for Humanity Greater Vancouver** **p. 9-48**
Re: Habitat Greater Vancouver is a solution for affordable home ownership.

6. ADOPTION OF MINUTES

- 6.1. December 9, 2018 Public Hearing** **p. 51-57**

Recommendation:

THAT the minutes of the January 9, 2018 Public Hearing are received.

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 be approved without debate.

- 9.1. Development Permit 55.17 – 3644 Edgemont Blvd** **p. 61-72**
File No. 08.3060.20/055.17

Recommendation:

THAT Development Permit 55.17, to allow for the construction of a ground floor addition to a duplex unit at 3644 Edgemont Blvd, is ISSUED.

- 9.2. Development Permit 36.17 – 4388 Prospect Road** **p. 73-90**
File No. 08.3060.20/036.17

Recommendation:

THAT Development Permit 36.17, to allow for the construction of a new house and detached garage at 4388 Prospect Road, is ISSUED.

9.3. 2018 Social Service Grants – Core Funded Agencies

p. 91-107

File No. 05-1930-Grants/Sponsorships 2018

Recommendation:

THAT a total budget of \$913,111 in annual core funding in 2018 to the agencies outlined in the January 3, 2018 report of the Social Planner entitled 2018 Social Service Grants – Core Funded Agencies is approved.

9.4. Community Energy and Emissions Plan – Phase 1 Progress Report p. 109-120

File No. 13.6770

Recommendation:

THAT the January 12, 2018 report of the Section Manager – Policy Research entitled Community Energy and Emissions Plan – Phase 1 Progress Report is received for information.

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 January 22, 2018 Regular Meeting of Council for the District of North Vancouver is adjourned.

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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: Habitat for Humanity Greater Vancouver

Title of Presentation: Habitat Greater Vancouver is a solution for affordable home ownership

Name of person(s) to make presentation: Steph Baker/Dennis Coutts

Purpose of Presentation:

☒ Information only

☐ Requesting a letter of support

☐ Other (provide details below)

Please describe:

Attach separate sheet if additional space is required

We would like to provide council with information on how Habitat for Humanity can fill the gap on the housing continuum that will allow perpetual renters to move forward into the traditional housing market with a hand up from the Habitat program. Our goal is to end the poverty rental cycle through building equity and provide working families with a channel to a successful future. Please find an array of additional information attached to describe our work and illustrate how our program would fulfill the need.

Contact person (if different than above): _____

Daytime telephone number: 604-315-0306

Email address: sbaker@habitatgv.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

Stephani Baker

November 2, 2017

Name of Delegate or Representative of Group

Date

Signature

For Office Use Only

Approved by:

Municipal Clerk

Deputy Municipal Clerk

Appearance date:

Receipt emailed on:

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.



Habitat for Humanity

A solution to affordable housing – a hand up to home ownership.



every
one

deserves a decent
place to live.

Helping Housing in North Vancouver District

A solution to the poverty rental cycle



**Transforming lives in communities where
you live and work.**

OUR VISION

A world where everyone has a safe and decent place to live.

OUR MISSION

To mobilize volunteers and community partners in building affordable housing and promoting homeownership as a means to breaking the cycle of poverty.

Every 3 minutes, we change the life of a family somewhere in the world.

How Our Model Works

- We build homes with volunteers and community partner sweat equity and donations
- Eligible families partner with Habitat for Humanity to invest in a home
 - Interest-free leasehold mortgage
 - Payments never exceed 25 percent of household income
 - Invest 500 hours of sweat equity as their commitment to Habitat
- Mortgage payments are reinvested into the Build Fund, a revolving fund that HFH uses to build more homes
- When families become stable and move on from the program to own their own home, HFH buys their home back at the cost of the equity they've earned (e.g. if over 5- years they've paid \$72K, they will receive \$72K for the sale of their home less damage costs and admin fees)

Average mortgage payment of **\$1,200 x 12 months = \$14,400 x 5 years = \$72K**

HFH is the only province-wide non-market housing organization that provides home ownership as an affordable housing option AND includes an equity build for the family for use in the traditional market.

How We Help

End the poverty rental cycle

Build financial stability through affordable monthly shelter costs

Build financial independence through monthly equity savings

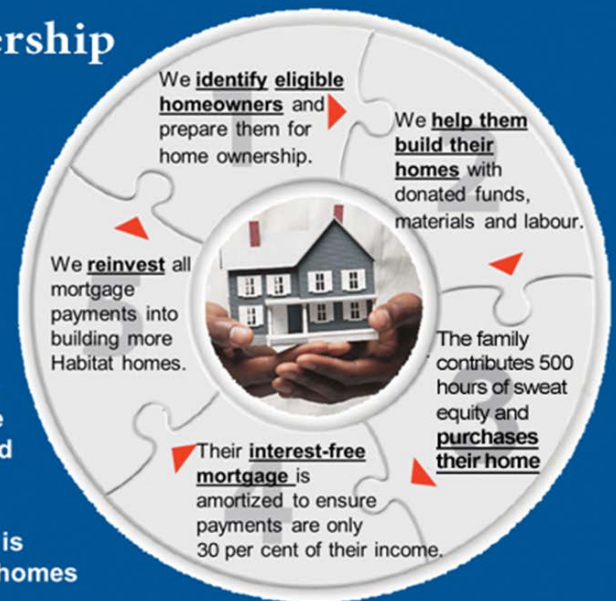
Shape healthy families and children, moving them towards a successful future.

Reduce the strain on social services

Homeownership Model

With each home we build, another home is added to our Fund for Humanity.

This revolving fund is used to build more homes



Helping Deserving Families

We provide a *hand up*, not a hand out to hardworking families who are struggling to cover their basic living costs, often choosing between paying rent or buying food and are forced to live in undesirable and unsafe accommodation.

Habitat *Partner Families* must...

- Earn \$35,000 to \$65,000 annually through employment
- Earn an income that enables them to repay a 0% interest, no profit leasehold mortgage
- Live in conditions of need (overcrowded, unaffordable, unsafe and unhealthy housing)
- Invest 500 hours of *sweat equity* (volunteer time) as their commitment to Habitat for Humanity



Habitat provides measurable solutions

Dependency to Independence

- ✓ Our family partners shift from government dependency and up to \$10,508 in annual subsidies to home owners contributing over \$2,500 in property taxes each year.

Habitat families succeed

- ✓ **25%** of children are more likely to graduate from high school.
- ✓ **116%** are more likely to graduate from college/university.
- ✓ **59%** of children are more likely to own a home within 10 years of moving from their parent's Habitat household.
- ✓ Gives families **a home they can afford** and a chance to plan for a better future and add to savings as a means to break the cycle of poverty.



Our Local Impact

✓Through our program, 35 families in Burnaby have been given the tools for life-long success — that is 143 individuals, including 50 children.

✓Our Richmond build currently under construction will increase our impact by 43% by mid 2018 — that is another 60 individuals in Habitat homes, 34 of them children. An entire school class changed for life!

✓ In 2018 we will commence work on 50 units in Coquitlam that will move another 50 families, upwards of 250 people (150 children) out of the poverty rental cycle.

✓While our immediate impact is on the first families in the homes, the legacy is far reaching – historically, Habitat children never experience the same struggles as their parents and go on to be strong contributors to our communities.

On average, families stay in the Habitat home for 7-11 years – that means that **in the lifetime of a home, more than 8 families or upwards of 48 individuals** will have benefited from the stability of each Habitat home as they save for a successful next step in their lives.

By the end of 2019 we will have impacted the lives of 97 families or 582 individuals with our homes able to help over 750 families or 4500 individuals over their lifespan.

“On behalf of myself and my family, I wish to express our thanks to Habitat for Humanity, volunteers, sponsors and all those who directly or indirectly contributed to this project. Without them, our dream of having a roof over us would have been just that—a dream. Our belief in the goodness of humanity has been enhanced by everyone involved.”

—Nawaz Soomro,
Habitat *Partner Family*

Habitat's Role in the Housing Continuum

Non-Market Housing

Seasonal
Shelters

Year-Round
Emergency
Shelters

Transitional
Housing

Supportive
Housing

Social
Housing

Market Housing

Habitat for Humanity
is the bridge
between social
housing / market
rental and home
ownership

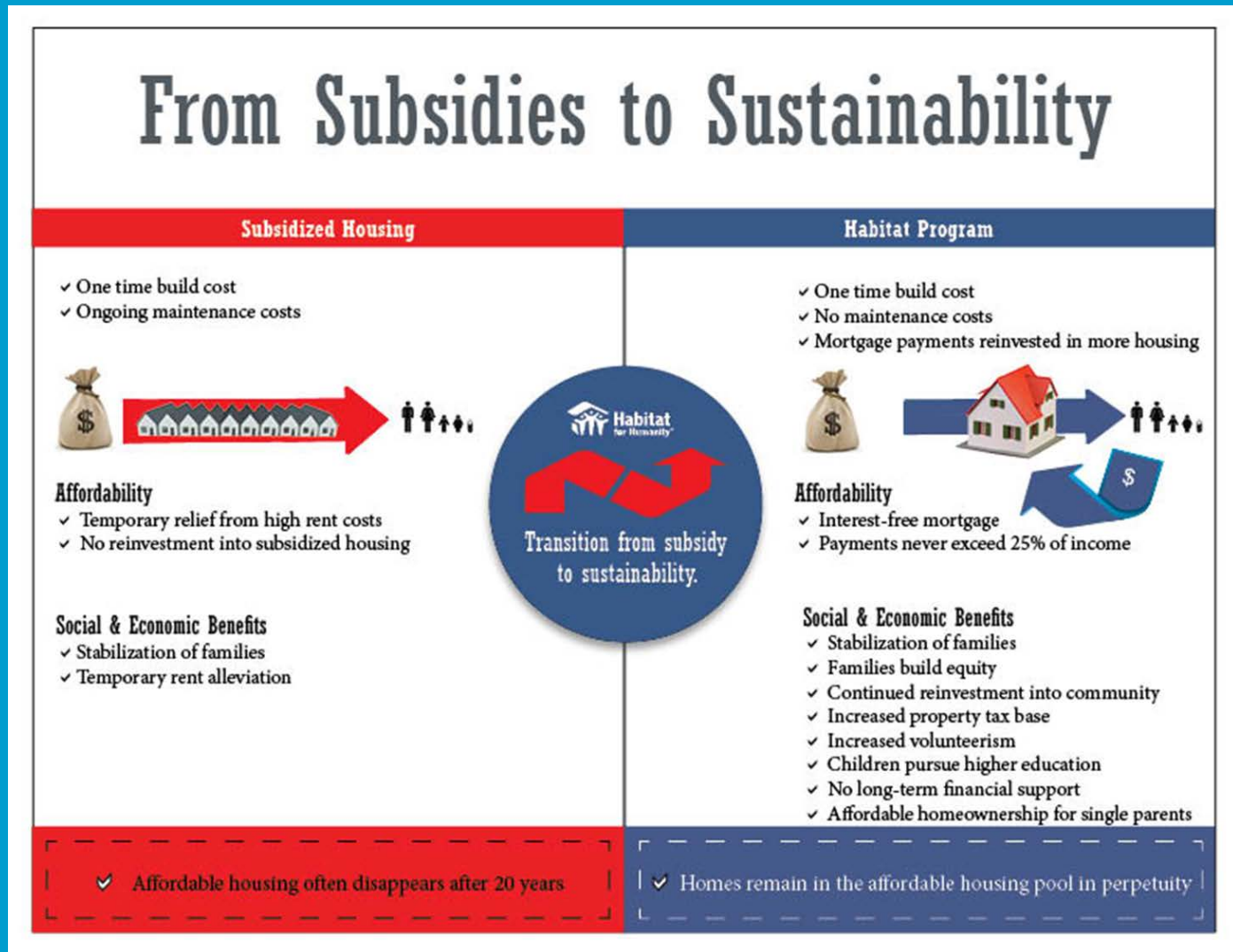
Market
Rental
Housing

Home
Ownership

Independence



Habitat's Role in the Housing Continuum





Together we can lay a foundation of collaboration to address the burgeoning affordable housing need

Habitat and DNV can create opportunities for local families to stay in their communities and build equity for their futures.

Free up rental units on the housing continuum for those in higher need and allow those who can, the opportunity to eventually own their own home.

Partnering with Municipalities and the Province

LEASED PUBLIC LAND DCC GRANTS INNOVATIVE DEVELOPER PARTNERSHIPS

**We look forward to
working with the
District of North
Vancouver**



Thank you!





Business Case for Investing in Habitat for Humanity Greater Vancouver



About Habitat for Humanity Greater Vancouver



Habitat for Humanity Greater Vancouver helps move modest-income families from uncertain rental situations into Habitat homes that they own and can afford—giving *Partner Families* a *hand up* towards their dreams of homeownership and living in a safe community. Established in 1995, Habitat for Humanity Greater Vancouver helps families from Langley to Squamish.

At Habitat for Humanity, we rely on the generosity of our community partners and volunteers to build our homes and staff our ReStore operations. What is ReStore? ReStore is Habitat's social enterprise and a retail store that sells donated new and gently-used home decor and building supplies at 50 to 80% off retail prices. All revenue from our Greater Vancouver ReStore locations covers Habitat for Humanity Greater Vancouver's operational costs and contributes to our *Build Fund*—a fund generated from Habitat homeowners' mortgage payments and sponsors' and community partners' dollars. The Build Fund is used to build more Habitat homes.

Habitat for Humanity is also a leader in environmental stewardship. Our Greater Vancouver ReStore operations divert 600 tonnes per store of high quality items and end-of-line products annually from our landfills. In addition, we recycle cardboard, metal, wire, plastics and styrofoam. Furthermore, all Habitat homes are built to meet or exceed standards for energy efficiency and environmental impact.

Through our ReStore operations, our volunteers, trade donations and community partners, we have completed 31 affordable homes for over 31 families, including 45 children. In 2018 twelve *Partner Families* will call Ash Street, Richmond, home as we take on a new Habitat model: six single family homes, all with their own rental suites, built for a community as a community. The selection criteria and rental cost thresholds will mimic the homeowner model thus setting the renting families up for success as well. This design is unique to Habitat for Humanity and Greater Vancouver as we address the expensive housing market in our city. In 2018 we will commence our largest project to date as we build a community of up to 50 townhomes in Coquitlam.

Habitat for Humanity Greater Vancouver is able to make a large impact on the lives of our *Partner Families* by providing stability through affordable homeownership. Our families no longer need to choose between food or rent. Children and parents of Habitat families are able to settle and make friends, join recreational groups and become more successful at school.

At Habitat Greater Vancouver, our mission is simple: To mobilize volunteers and community partners in building affordable housing and promoting homeownership as a means to breaking the cycle of poverty. Together, with your support, we change the lives of local families and their families to come.

The Need

The Canadian Mortgage and Housing Corporation's *Canadian Housing Observer 2014* report states that in 2011 over 1.5 million households in Canada had core housing needs—with 247,280 in British Columbia and 144,720 in Greater Vancouver alone. According to CMHC, a household is in *core housing need* if its housing does not meet one or more of the following standards: adequacy (in need of major repairs), suitability (overcrowding) or affordability (spending 30% or more of its before-tax household income).

The fact remains, many tenants pay over 50% of their household income on rent, while many homeowners pay upwards of 40% of their income on mortgage payments. When a family spends more than half of its income on housing, little remains for other basic necessities. This has a significant downstream impact on families, the community and the Province as a whole. With Habitat for Humanity, *Partner Families* never pay more than 30% of their household income towards their interest-free mortgage.

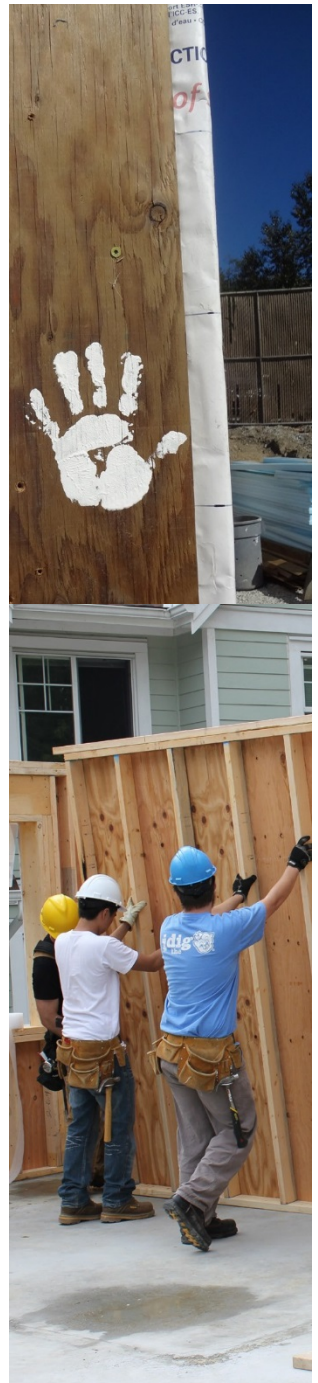
There is nothing to indicate that the demand for affordable housing in Greater Vancouver is decreasing. Currently, we are rated the most expensive city in terms of housing market in North America, and third in the world to Hong Kong and Sydney. Families languish for years searching for decent, safe and affordable housing. This, coupled with the average cost of a Vancouver home at over \$800,000, makes affordable homeownership an impossible dream for most families (*Financial Post*, 2014).

Currently, there is no provincial investment in affordable homeownership solutions for BC families. Recent programs, including the Investment in Affordable Housing (IAH), Rental Assistance Program (RAP) and Housing Renovation Partnership (HRP), focus provincial assistance in fulfilling local housing needs such as rent supplements, housing allowances, and renovations and retrofitting for existing social housing developments. Habitat for Humanity's mission is to address this issue by moving families from often subsidized rental homes into a homeownership model that will set them up for success.

Habitat Greater Vancouver is collaborative with other affiliates in Metro Vancouver and has joint ventured with Habitat Upper Fraser Valley to construct 17 multi-family units in Mission in 2018.

Although our mission statement remains focused on engaging the community during the construction process, we have recognized the need for collaborative partnerships with developers and builders, government, financial institutions and Corporations to deliver equity solutions that are scalable and timely.

We aim to have families thrive, not just survive.



Habitat's Affordable Homeownership Model



Habitat Homeownership Model

1. We identify eligible homeowners and prepare them for homeownership
2. We help them build their homes with donated funds, materials and labour.
3. The family contributes 500 hours of *sweat equity* and purchases their home.
4. The interest-free mortgage is amortized to ensure payments are only 30% of their income.
5. We reinvest all mortgage payments into building more Habitat homes.

Habitat for Humanity offers families a *hand up*, not a hand out. We are not a social housing alternative, but instead partner with families who earn a working income between \$35,000 and \$65,000 a year to become homeowners. In fact, only 10% of our *Partner Families* come from social housing developments (CMHC, 2012). Our goal is to empower hardworking modest-income families to own their own homes, so they no longer live in substandard conditions or require housing subsidies to pay the rent and meet life's basic needs. Additionally, our *Partner Families* thrive with Habitat, and go on as Habitat homeowners to contribute between \$1,500 and \$2,000 in property taxes each year.

This *hand up* gives hardworking Greater Vancouver families homes that they can afford. It also enables them to add to savings and helps them break free from the cycle of living paycheck to paycheck. Habitat for Humanity is able to achieve results like no other non-profit or private mortgage lender because we bring together community, business and volunteer support to build safe, decent and affordable homes.

The Habitat for Humanity model has been a success here in British Columbia, across Canada and internationally. We provide *Partner Families* with extensive homeowner training (money management, credit and financial planning, home maintenance), as well as ongoing support services. By investing 500 hours of *sweat equity* (volunteer time) in building their own home (or volunteering on our builds, at our events or at our ReStores), *Partner Families* are committed to homeownership—helping ensure a successful transformation in their lives. In turn, these hours act as their down payment on their Habitat home. *Partner Families* then pay an interest-free and profit-free mortgage inclusive of taxes and home insurance, tailored at no more than 30% of their annual gross income; maintenance and upkeep of the houses are their responsibility, as with any other homeowner. The indexing of payments allows families to improve their financial status and to become contributing members of our community.

Each mortgage payment from current Habitat *Partner Families* is then reinvested and deposited in the Build Fund which is leveraged to build additional homes for more *Partner Families*—while simultaneously building a savings fund for *Partner Families* for future use in the traditional mortgage market. When a family starts to thrive and is ready to move on, their mortgage equity is returned to them in cash, while their home remains within the Habitat for Humanity inventory for another family to benefit. Over the lifespan of the homes that we will have built by 2020, we will have seen over 750 families start their journey to independence and success. With an average of 4 people per family, the lives of over 3000 people and their broader families will have been forever improved.

Over the past two decades, Habitat for Humanity Greater Vancouver has played an important role in addressing the demand for affordable housing in the city, but still more needs to be done.

Investment Impact

An investment in affordable homeownership with Habitat for Humanity Greater Vancouver would provide vital funding to jump-start and accelerate our home-building schedule—overcoming one of our biggest challenges to getting projects underway and continuing forward momentum. We have been fortunate to receive much In-Kind support from the community however there are still significant areas of construction that still require cash commitments.

Community cash donations enable Habitat for Humanity Greater Vancouver to build more homes in our community. Families further benefit by a reduction in wait times for their homes, during which they are living in substandard, over-priced units.

The impact of your investment is a catalyst towards the goal of a self-sustaining Build Fund where current home builds provide the ability to leverage future funding, thus reducing the need for outside funding sources and providing a long-term solution for affordable homeownership.



Investment Return

There are immediate social and financial returns when investing in Habitat for Humanity Greater Vancouver homes.

For each additional home we are able to build, one more family no longer requires a rental subsidy or social housing unit. The City also receives a net benefit of approximately \$2000 annually as each family pays property taxes. The housing inventory remains with Habitat for Humanity as *Partner Families* transition into successful lives in the traditional mortgage market over time.

The six homes being built in Richmond will also include affordable rental suites that will provide six more families stability in a decent, affordable home. As such, both the homeowners and renters become contributors to the economy of the City and are no longer dependent upon it for resources.

The Build Fund turns mortgage payments from Habitat homes into further sustainable and affordable homes for future families. Every dollar invested in affordable homeownership with Habitat for Humanity Greater Vancouver stays in affordable housing and never stops working. Homes and mortgage income increases exponentially and this cycle continues—without funding from any other source. In time, as mortgage payments on those new homes are received, the initial seed funding will enable hundreds of families to experience the rewards and security that comes with homeownership.

The return to our community also comes in the form of Habitat families who require fewer social services. Habitat families are more productive, earn more, and are happier than similarly situated modest-income families (CMHC, 2012). Remember that no Habitat *Partner Family* is required to pay more than 30% of its household income toward shelter expenses (mortgage, property taxes and home insurance), leaving the family with more money for nutritious food and healthier lives.

Children and teens in Habitat for Humanity homes leave behind overcrowded apartments and move into homes where they now have a quiet place to study. Their grades improve, their self-confidence grows, and they are more likely to graduate from high school and go on to further education. Research shows that children in Habitat for Humanity homes are more likely to lead productive, healthy lives and families are better positioned for success.



Benefits of Habitat Homes*

56.7%

Parents found new employment

53%

Improvement in children's school grades

49%

Improvement in children's behaviour

32.2%

Families no longer received EI or social assistance

30.2%

Parents went back to school

21.5%

Parents upgraded their job skills

*Source: *Building Families' Futures and Opportunities Through Habitat Homeownership*, Canada Mortgage and Housing Corporation, 2012.

Investment Return

The community also receives a return on its investment in the form of economic stimulus as trades and donors visit and become active on the build site. The operations of our social enterprise, ReStore, cover all administrative costs for running Habitat for Humanity programs ensuring that 100% of donations and contributions go toward our home builds. Every dollar invested in Habitat for Humanity Greater Vancouver is spent on goods and services in the community.

The return on investment can also be seen more broadly in how Habitat for Humanity homes transform communities and make them safer places to live and do business. Habitat homes and families have anchored large-scale revitalization efforts across the country. In many communities, soon after a home is built in an older neighbourhood, neighbours begin to repair and renovate their own homes. Economic activity picks up, neighbourhoods improve and communities grow stronger.

Finally, the community also stands to benefit in the form of skills development. As part of our build projects, our mandate is to provide apprenticeship training to citizens who are looking to learn a trade. Skilled trades are in high demand in Greater Vancouver. Given our reliance on these trades to complete our homes alongside our volunteers, this is our way of further contributing to the well-being of our communities. Through the apprenticeship program we provide willing citizens with a *hand up* in their careers while also addressing regional labour needs. As workers' job prospects increase and they begin to prosper, their resident communities will directly benefit economically and socially and the apprentices will be paying it forward by helping to build homes for others.



Partnership Opportunities



Financial commitment remains our area of greatest need. It ensures that a build progresses in a timely fashion for the benefit of our *Partner Families*. Additionally, there are a number of areas for long-term partnership in Habitat for Humanity Greater Vancouver projects.

Leveraging your current network to initiate a significant campaign of support through awareness building can lead to financial, product and service donations to make the building of our next homes an immediate reality. Full and partial home sponsorship opportunities are also available.

Investment in Habitat homes works. Many partners companies and individuals countrywide invest seed money to support our affordable homeownership home builds. With their support, Habitat home builds jumped four fold from 2006 to 2010 in Alberta and doubled in Saskatchewan and Manitoba. We are confident that this success can be replicated here in Greater Vancouver through solid partnerships with the communities in which we build.

Community partners of all types are investing in homes built by Habitat due to the value provided to our *Partner Families* and the community in general. Habitat for Humanity relies on volunteer labour, donation of materials (gifts in-kind) and provision of services from trades and other professionals at reduced rates. This allows us to build homes more cost effectively than any other homebuilder. Investment in Habitat for Humanity results in more bang for your buck, allowing Habitat Greater Vancouver to assist more families to move into affordable homeownership.



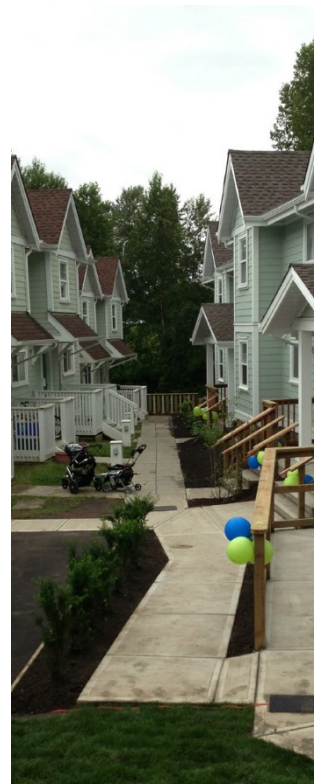
Summary

Habitat for Humanity Greater Vancouver is well positioned to help our cities deliver on their affordable housing objectives. From the quality of the safe, decent and affordable homes we build, to the transformation they bring to the lives of our *Partner Families*—and from the financial and social return on investment, to the skills and training opportunities we provide—Habitat for Humanity is helping to build our communities, one home at a time.

So much media attention has been given to recent announcements of hundreds of millions of dollars for affordable housing, and for all practical purposes, this money is earmarked for rental suites, not home ownership models which will help break a cycle of poverty. By moving families out of rental housing and stepping them closer to home ownership, we are freeing up space for others looking for rental units.

A partnership with Habitat for Humanity Greater Vancouver has the potential to make a real difference in the availability of affordable homeownership opportunities. Your investment in accelerating the building of Habitat homes will result in a significant multi-faceted return as families thrive through the exposure of unlocked potential, individual workers gain sustainable skills and the fabric of the community becomes socially and economically more vibrant.

We look forward to the opportunity to work together in providing a *hand up*, not a hand out, to hardworking families in Metro Vancouver.





THE BOSTON CONSULTING GROUP

Transforming Lives

The Social Return on Habitat's Work in Canada

Kilian Berz

May 2015

AT A GLANCE

For 30 years, Habitat for Humanity Canada (Habitat) has been tackling the issue of poverty by enabling families to access home ownership. The benefits of Habitat's program were witnessed by employees and volunteers, but the impact on society had not been analyzed. The Boston Consulting Group conducted a study to provide a quantitative assessment of the social return on investment (SROI) of Habitat.

A HIGH-IMPACT PROGRAM

BCG's assessment of Habitat's home-ownership program found that for every \$1 spent about \$4 of benefits accrue to society. This represents \$175,000 of total benefits per partner family and about \$39 million for the 221 homes built by Habitat in 2014.

POSITIVE OUTCOMES FOR FAMILIES ACROSS MANY DIMENSIONS

Beyond the SROI, families reported high levels of well-being and positive change in many aspects of their lives, such as improved civic engagement.

A UNIQUE, LOW-COST DELIVERY MODEL

Habitat builds homes with donated labor and materials. It offsets costs and overhead through families' mortgage payments and ReStore operations' earnings.

AFFORDABLE HOUSING IS A critical issue for many developed countries. With rising real-estate prices in Canada, this issue has become increasingly prominent. Home ownership and housing affordability are two of the key determinants of economic well-being.

Over the past 30 years, Habitat for Humanity Canada (which is referred to in this report as Habitat) has sought to help families achieve first-time home ownership by making the cost of owning a house affordable.

Habitat has received testimonials from many families indicating that the home-ownership program has had a positive impact on many areas of their lives. The organization wanted to get a deeper understanding of this impact and of the benefits for Canadian society.

About Habitat for Humanity Canada

Habitat is part of a global Habitat for Humanity network, which builds affordable housing and promotes home ownership as a means for breaking the cycle of poverty. In Canada, Habitat's work benefits both families in Canada and abroad. This study focuses on Habitat's work with families in Canada.

The domestic home-ownership program works to enable families to break the cycle of poverty through access to affordable ownership of a safe and decent home. Homes are built with the help of volunteers and community partners.

Habitat was established in 1985 and has since helped 2,700 families access affordable new homes. Across Canada, 57 local Habitat for Humanity affiliate operations enable the regional delivery of Habitat programs in all provinces and territories.

The program has four major steps:

- Select qualified families from a pool of applicants.
- Build houses in communities for these families using donated materials, volunteer labor, and a minimum of 500 volunteer hours contributed by each partner family.
- Provide families with mortgages and set payments at a maximum of 30 percent of gross household income; this approach helps families afford a home and, at

Habitat promotes home ownership as a means for breaking the cycle of poverty.



The proceeds from mortgages are reinvested in a fund known as the Fund for Humanity for other local Habitat projects.

the same time, ensures that they have the ability to meet their other financial needs and obligations.

- Have mortgages repaid over a period of 15 to 30 years. The proceeds from mortgages are reinvested in a fund known as the Fund for Humanity for other local Habitat projects.

The Impact Assessment Process

The Boston Consulting Group drew on its experience with similar studies in the nonprofit sector to quantify the impact generated by Habitat on the families and society. We developed an extensive questionnaire to capture various indicators of well-being. The questions assessed employment quality, income level, health situation, civic engagement, financial literacy, and educational attainment of parents and children.

The families that participated in the Habitat program (partner families) and the families that did not participate (control families) were asked a parallel set of questions in the same order and with the same answer choices. Respondents in both groups were not known to BCG, nor were they preselected.

The partner families were interviewed in their community by Habitat affiliates. Interviewers used an online tool to read the questions and capture the responses. Approximately 200 partner-family interviews were conducted. The control families were reached through a household panel provided by the market research company IPSOS and screened for income and no home ownership; about 330 responses were completed and used for the purpose of analysis.

The study assessed the effects of the Habitat program on the partner families in two ways:

- By evaluating the changes across all of the indicators of well-being described above after moving into a Habitat home
- By comparing the indicators for the Habitat participants with those of the control families

In order to compare Habitat families with control families, control families were asked to respond to the questions by comparing their situation in the past 12 months to their situation “x years ago.” The number of years, x, was generated on the basis of the Habitat data for the average time in a home for current partner families.

A weighting scheme was developed to eliminate the differences seen between partner and control families. The following four variables were selected to weight control group data: years in the house, household size, the number of parents in the household, and the type of living environment (for example, rural or urban).

The impact assessment was conducted at an average national level.

Partner Family Characteristics and Impact

Throughout the study, the impact of the Habitat program on partner families has been made clear across a wide variety of indicators.

The average partner family surveyed had the following characteristics:

- Moved into a Habitat home when the parents were 40 years old
- Moved into the home 6.4 years ago
- Had 2.1 children prior to moving into the Habitat home and 0.2 children were born after moving into the Habitat home
- Had an average household income of \$32,000

In addition, the survey found that the parents or a parent worked, on average, 39 hours per week and 25 percent of the respondents had two or more jobs; 41 percent of the households were single-parent families; and 37 percent of the families were previously in social or subsidized housing.

Control families had the following characteristics:

- The parents were 35 years old 6.2 years ago
- Forty-three percent were single-parent families
- The average household income was \$31,000
- Twenty-seven percent were in social or subsidized housing

In addition, the parents or a parent worked, on average, 35 hours per week, and 22 percent of respondents had two or more jobs.

A Habitat home provides stability for partner families and results in a higher level of well-being, compared with that of control families. (See Exhibit 1.) We found additional benefits across multiples dimensions:

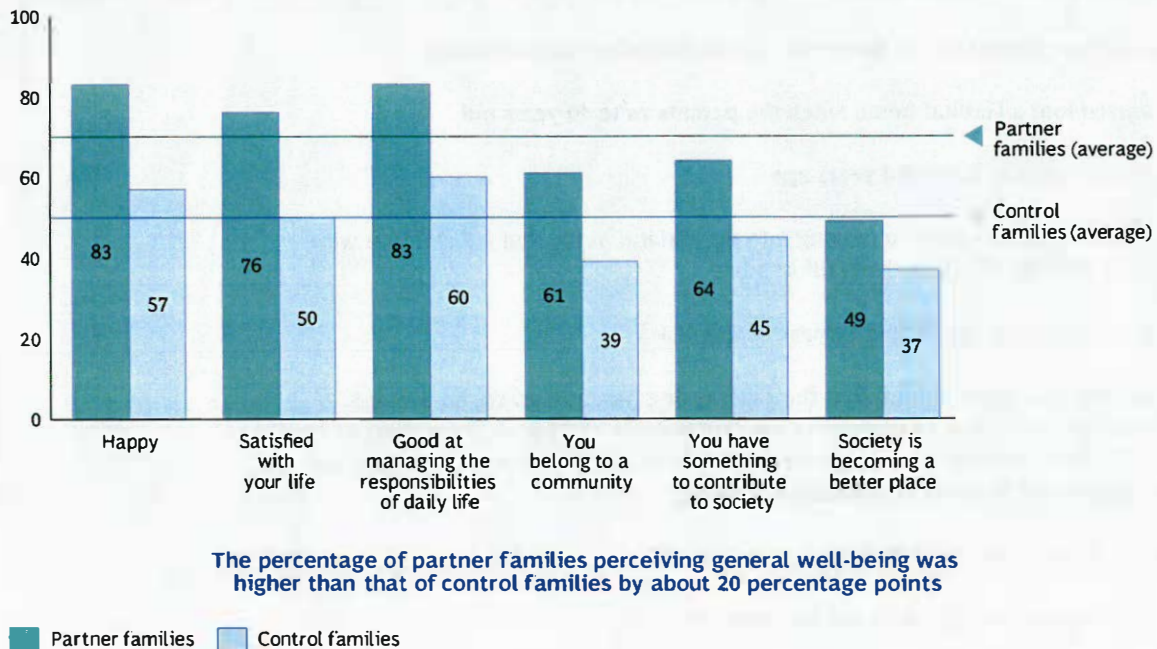
- *Improved Access to Home Ownership.* All partner families became owners of their homes, compared with 20 percent of control families.
- *Increased Employment Quality.* Parents were able to work a stable number of hours across fewer jobs and earn more income.
- *Stronger Reduction in the Use of Food Banks.* Partner families reduced their use of food banks by 60 percent, compared with a 40 percent reduction by control families.
- *Improved Health Behaviors.* Partner families lowered the incidence of smoking. These families also displayed higher levels (in terms of frequency and time)

A Habitat home provides stability for the partner family and results in a higher level of well-being.



EXHIBIT 1 | General Well-Being Is Higher for Partner Families

Respondents who had the described feeling "every day" or "almost every day" (%)



Sources: Habitat for Humanity Canada homeowner survey; IPSOS survey; BCG analysis.

of physical activity, compared with the average Canadian family.

- *Greater Engagement in the Community and Society.* Partner families were more active voters and volunteers in their community, compared with control families.
- *Better Educational Outlook.* The dropout rate for children in partner families is lower than that of children in control families. Additionally, the proportion of children in partner families who graduate with a bachelor's degree or better is greater than that of children who do so in control families.

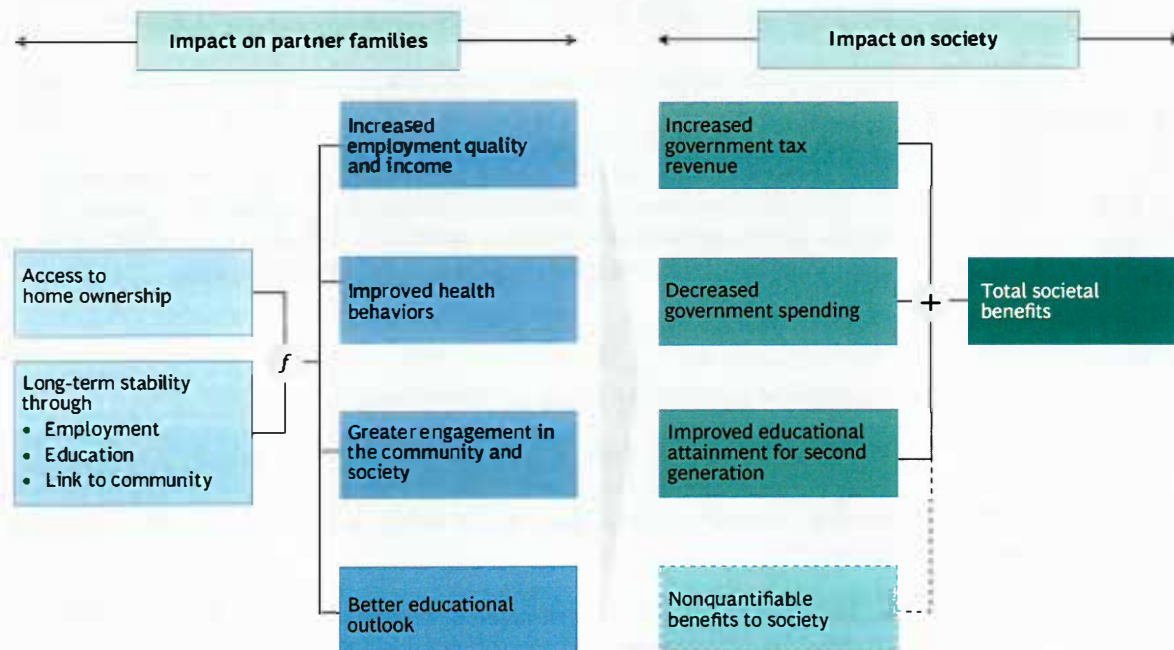
The Value of Habitat's Program to Society

In the context of this study, the benefit to society was quantified by estimating the increase in tax revenue from partner families and the decrease in social-assistance spending on participants in the Habitat program. The estimates were computed by assessing the difference between the trajectory of the partner families and that of the control families over two generations: habitat participants—the parents in the partner family—as well as the children growing up in a partner family. (See Exhibit 2.)

FIRST-GENERATION BENEFITS

Partner families see their annual income grow at an average rate of 5.2 percent,

EXHIBIT 2 | For Habitat's Partner Families, Housing Stability Delivers Multiple Benefits



Source: BCG analysis.

compared with 3.3 percent for control families. Society benefits from three types of incremental tax revenue from partner families after they move into a Habitat home:

- Federal income tax
- Provincial income tax
- Sales tax

Note that a Canadian blended average takes into account the various rates for provincial income tax and sales tax.

Over a period of 25 years, the first generation creates a net present value (NPV) of \$52,000 to society. In order to determine the net present value of future societal benefits, a discount rate of 3.6 percent was employed, which was equivalent to the ten-year average return of a 30-year Bank of Canada bond.

In addition to incremental tax revenues, societal benefits from first-generation participants include the reduction in social housing. During the time of the survey, all partner families that were in social housing before Habitat have accessed home ownership. Control families witnessed an attrition rate of 3 percentage points, with 24 percent of families still in social housing today. The source of value is mainly de-

rived from the reduction in government spending for social housing. For families in the Toronto area, moving out of social housing also increases municipal tax revenues. Over 25 years, the NPV benefit to society is approximately \$32,000.

Overall, the NPV of societal benefits is \$84,000 per family living in a Habitat home.

SECOND-GENERATION BENEFITS

Habitat has long believed that stability in a household could yield better outcomes for children's educational achievements. Although all children from partner families do not pursue post-secondary education, the children in partner families distinguish themselves from the children in control families in two ways:

- A lower high-school dropout rate
- A greater percentage earning a bachelor's degree or higher

The benefits to society from a better educated second generation were calculated using information from Statistics Canada for average income and transfer payment by educational attainment. Three sets of values were used to quantify the benefits to society:

- Incremental tax revenue, estimated by federal and provincial governments and calculated in the same manner as that for the first generation
- Reduced transfer revenue
- Incremental post-secondary costs, due to the longer time in school for children from partner families

Societal benefits from the second generation were calculated on the basis of the average number of 2.3 children per household over 45 years and discounted at the same rate (3.6 percent) as for the first generation. The total second generation impact is \$69,000 per partner family.

Overall, the measured value of the first and second generation is about \$150,000 over a lifetime. In order to assess the other elements that were not quantified, we assumed that an additional 15 percent benefit to society can be generated if all the other value drivers were quantified. Hence, the total estimated value to society that Habitat generates per family is about \$175,000. (See Exhibit 3.)

The Cost to Deliver a Habitat Home

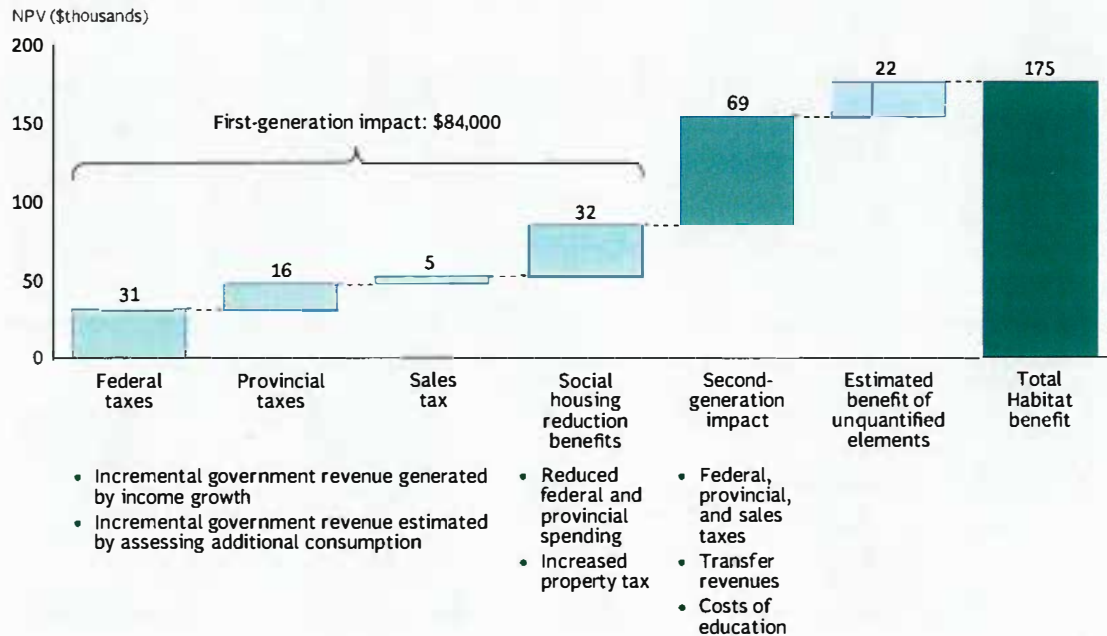
The cost to deliver a home is determined by four main factors:

- Building costs, including the cost of acquiring the land, commissioning, building materials, and paid labor
- Habitat's overhead costs at the national level and for the 57 affiliates throughout the country

The net average cost to deliver a Habitat home has been \$45,000.



EXHIBIT 3 | Habitat Generates \$175,000 in Societal Value for Every Partner Family That Completes the Program



Sources: Habitat for Humanity Canada homeowner survey; IPSOS survey; BCG analysis.

Note: NPV = net present value. First-generation impact was calculated for a period of 25 years; second-generation impact was calculated for a period of 45 years. A discount rate of 3.6 percent was employed, which was equivalent to the ten-year average return on a 30-year Canadian bond.

- ReStore operations' profit contribution
- Mortgage payment streams into the Fund for Humanity

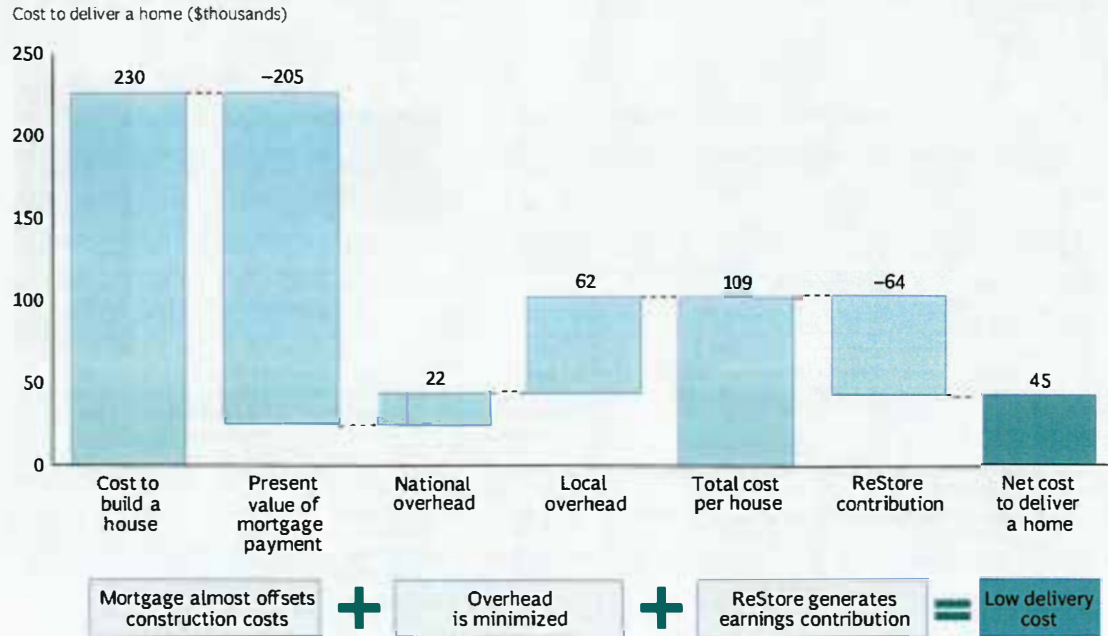
As part of this study, we determined that from 2011 through 2014, the average cost to build a home was \$230,000. This was calculated by assessing approximately 300 building sites across Canada.

Overhead costs reached an average of \$84,000 per house, attributable mainly to the cost of local Habitat affiliate operations. Those costs represented all nonconstruction expenses incurred by Habitat or affiliates for the execution of the domestic home-ownership program. However, costs were significantly reduced owing to the earning contribution generated by ReStore operations of \$64,000 per house.

After houses are built, partner families pay back mortgages through the Fund for Humanity, which reinvests the proceeds into future building activities.

The net average cost to deliver a home, therefore, has been \$45,000. This figure represents the average building costs and could be reduced through several levers on a case-by-case basis. Such levers include using donated land and building multifamily dwellings. (See Exhibit 4.)

EXHIBIT 4 | Three Key Components of the Habitat Business Model Keep the Cost of Delivering Homes Low



Sources: Habitat for Humanity Canada's financial statements; BCG analysis.

The Areas for Refinement

Although this study outlines the largest value drivers of the Habitat program, additional benefits exist and could be quantified at a future point. Several unquantifiable benefits also exist and need to be kept in mind when assessing the total societal impact of the program.

Additional quantifiable benefits include the following:

- The amount of revenue and major expenses that move from a shadow economy to the official economy
- The value of home equity at retirement
- The increases in municipal taxes through the development of rezoned land

Unquantifiable benefits include the following:

- A more developed and durable connection to their neighborhood and society for parents and children
- A sense of responsibility to meet mortgage and maintenance payments

- Reduced psychological distress through a more stable living environment
- Increased proximity among family members

Conclusion

Habitat's domestic home-ownership program improves participants' lives:

- Stable housing provides a foundation for parents' employment stability and income, children's educational attainment, and a family's health and civic engagement.
- Access to home ownership helps families build equity over time.

Habitat home ownership generates a societal return of \$175,000 per partner family. Over the past 30 years, Habitat has enabled more than 2,700 families to access home ownership in Canada, for a total combined benefit to society of \$470 million. This value is driven by:

- Increased tax revenue from partner families
- Reduced usage of social housing
- Improved educational outcomes for children growing up in Habitat home

Habitat has two key assets that allow it to scale its model and build a strong case for support. First, mortgage payments from families enable Habitat to expand through the reinvestment of those proceeds. Second, overhead costs are minimized, as ReStore operations provide revenue to affiliates to offset local operating costs. Both of these elements allow Habitat to contain the cost to deliver a home to a family.

SUMMARY OF KEY FINDINGS

In 2014, Habitat for Humanity Canada (Habitat) approached The Boston Consulting Group (BCG) in Canada to quantify the impact of its domestic home-ownership program on society. BCG has helped leading Canadian nonprofit organizations assess the impact of their programs on society.

BCG's assessment of Habitat's home-ownership program found that for every \$1 spent about \$4 of benefits accrue to society. This represents \$175,000 of total benefits per partner family and about \$39 million for the 221 homes built by Habitat in 2014. (See the exhibit below.)

BCG has developed a view into the societal benefits of Habitat's home-ownership program. The study assessed the effects of the Habitat

program on partner families in two ways: by evaluating the changes in well-being after moving into a Habitat home and by comparing the well-being indicators of the Habitat families with those of the control families. This study is the first step in quantifying the impact of Habitat's programs.

The outcome of this study validates the hypothesis that the stability provided by moving into a Habitat home creates benefits in multiple aspects of the families' lives. Partner families report high levels of well-being after moving into their Habitat homes and show improvements in the following areas:

- *Improved Access to Home Ownership.* All families accessed home

HABITAT FOR HUMANITY CANADA'S HOME-OWNERSHIP PROGRAM DELIVERS A \$4 RETURN FOR EVERY \$1 SPENT

For EVERY dollar spent toward a building, \$4 are returned to society



On average, Habitat generates **\$175,000** of benefits to society per partner family

This represents a cumulative benefit to society of **\$39 million**

Source: BCG analysis.

Habitat built **221 homes** in Canada in 2014



ownership, compared with only 20 percent of the control families.

- *Increased Employment Stability.* Families reported more stable employment with a stronger increase in income, compared with control families.
- *Stronger Reduction in the Use of Food Banks.* Partner families reduced their use of food banks by 60 percent, compared with only a 40 percent reduction by control families over a six-year period.
- *Improved Health Behaviors.* Partner families lowered their incidence of smoking.
- *Greater Engagement in the Community and Society.* Partner families showed higher participation in election and volunteer work, as well as a higher level of donation to charity, than the control families.
- *Better Educational Outlook.* Partner families had fewer dropouts and more children who earn a bachelor's degree or higher.

The benefits to society are assessed on the basis of the differences between the partner families and control families. Two main drivers create value to society: the benefits

created by the first generation of Habitat families (that is, the parents in the household) and the benefits created by the second generation (that is, children growing up in the household). The benefits to society of building a Habitat home are significant:

- The net present value of the benefits generated by a family accessing home ownership through Habitat is \$175,000.
- Every \$1 invested in the program yields approximately \$4 in return to society.
- Throughout 2014, the cumulative benefit of the 221 homes delivered was \$39 million of economic value to society.

This positive impact can be contrasted with a relatively low cost of \$45,000 for Habitat to construct a home. In addition to those quantifiable benefits, there is a series of nonquantifiable benefits—for example, general well-being, mental health, and dignity—that arise from home ownership.



About the Author

Kilian Berz is a senior partner and managing director in the Toronto office of The Boston Consulting Group. You may contact him by e-mail at berz.kilian@bcg.com.

Acknowledgments

The author thanks BCG colleagues Raena Fisher, Vinay Shandal, and Julien Schneider for their contributions to this report, as well as former colleagues Keith Bussey, Uma Venkataramaiah, and Alex Fung. The author also thanks Narinder Dhami, executive director of the Pecaut Centre, as well as Katherine Andrews, Kim Friedman, Trudy Neuhaus, and Sara Strassenreiter for their contributions to the editing, design, and production. The photos are the courtesy of Habitat for Humanity Canada.

For Further Contact

If you would like to discuss this report, please contact the author.

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PARTNER FAMILY SPOTLIGHT

Meet Margaret Van Essen

Habitat for Humanity exists for one single purpose: to assist families who are without the means to secure a home to live and grow. Typically, despite best efforts, our *Partner Families* are vulnerable and trapped in a low-income cycle that limits their ability to make financial progress and safeguarding lasting family stability. This is the story of Margaret Van Essen, who as a single mom of eight children, turned to Habitat for Humanity Greater Vancouver for assistance to help secure a home for herself and her three remaining youngest children.



Life had landed Margaret and her boys in an area of the Lower Mainland that had numerous societal problems. She was fearful that the living conditions there would have a life-long negative impact on her family. A friend had told her about Habitat for Humanity and she pursued the option immediately, but the process took three years to complete. In 2009, Margaret and her boys Yahoel, Yahoshibah and Shemuel found a new place to live—a newly built Habitat for Humanity home on Government Street in Burnaby. Once moved in, Margaret’s life and that of her three youngest sons began to flourish and thrive in an environment that was safe, financially secure and free from fear.

Margaret, when asked about the significance of Habitat for Humanity in her life, pondered the question with great care. As she reviewed the impact of her family’s Habitat journey, she said with all sincerity, “It gave us a normal life. My children could play in safety, they were educated by teachers who really cared about them, and most importantly, they developed very healthy attitudes about life and how to become responsible citizens.” The Habitat values became a part of their daily lives. Her voice was full of optimism when she shared, “For me, it gave me a choice to love with fullness, without the distraction of fear and to be autonomous, self-sufficient and to plan for my future years.” With her boys grown and ready to leave the nest, Margaret is now looking to buy her own home with the mortgage money she invested over the last several years.

When asked by his mother about the impact of Habitat in his life her son Yahoel shared, “Habitat for Humanity completely changed my direction in life. Before Habitat for Humanity we lived in a shaky neighbourhood and my life had been heavily influenced by crime and what I consider now ‘low-class society.’ It was difficult for my family to develop a good family life in the midst of all the stress and worry. At the time it did not look good for our family.”

He continued. “When I was fourteen we got the news we’d been selected for a Habitat home and at sixteen, we moved to Burnaby. The area was very convenient for all and peaceful. I made new friends and was able to pull away from the bad influences. My life began to steer in a positive direction. My family had more money for food and day-to-day living, in general our quality of living increased. Since we had stability I was able to go to university and now I’ve graduated with a degree in business administration. I’m building my life on the foundation our family was able to build through Habitat for Humanity’s generosity. We now have a positive outlook for our future and can hope for better things.”

The impact of Habitat was also shared by his brother Shemuel. “It was better because we didn’t have to keep moving around so much, and I liked school much more than I did before. Everything was just better.”

For Habitat for Humanity the story doesn’t get any better than this. The Van Essen family has blossomed and grown with a sense of life’s purpose that is prosperous, healthy, independent and confident. Margaret is keenly aware that her determined persistence all those years ago will have had an impact and affect future generations of the Van Essen family. Stability builds confidence and a deeper sense of commitment to others and in turn, your community. The Van Essen family has grown strong supportive roots that will carry them forward in life knowing that they were once given a *hand up* and not a hand out.

About Habitat for Humanity Greater Vancouver

Habitat for Humanity is one of the world's most respected not-for-profit organizations, with a brand value of more than \$3.1 billion (Interbrand, 2006), and is active in more than 100 countries. This international movement has built or repaired more than 800,000 homes for families, housing more than four million people.

Since its inception in 1995, Habitat for Humanity of Greater Vancouver has embraced its mandate of moving modest income families from substandard accommodations into homes that they own and can afford in the Greater Vancouver Area.

Habitat for Humanity Greater Vancouver services families in need from Langley to Squamish. Our mandate is to build as many Habitat dwellings as we can each year, enabling more families to experience their lifelong dream and security of homeownership. To date, we have housed 31 families, including 45 children, in the Greater Vancouver Area. We are currently building 12 units in Richmond and will begin construction for 40-50 units in Coquitlam in 2018.

The support of individual, community and corporate donors, volunteers, and development partners are paramount to our success. In addition, as the need increases in the Canada's most expensive housing market, we are always striving for more support. It is all about the families.

ReStore

ReStores sell donated new and gently-used home decor and building supply items at 50 to 80% off retail prices. Our ReStores are located in Burnaby, North Vancouver and Vancouver. We give new life to items that would otherwise go to the landfill. Each year 600 tonnes of waste material is diverted from the Metro Vancouver landfills per ReStore because of our donation, metal scrap and renovation salvage programs.

All proceeds from our ReStore sales fund Habitat for Humanity Greater Vancouver's operational costs, and go towards our *Build Fund*. What you buy helps us build homes, faster, for more deserving families in our community.

We have long-standing relationships with development companies, contractors, suppliers and the retail sector, who faithfully and regularly donate to ReStores.

Restores are mainly volunteer-run. Our volunteers fulfill the roles of cashiers, floor assistants, inventory control, and warehouse personnel. Many learn valuable skills that can translate into full-time employment in the retail sector. We assist in building employment capacity in the region.

ReStore is a national brand with over 90 stores across Canada (2014).

HELPING THE REGION ANSWER THE ZERO WASTE CHALLENGE

Metro Vancouver has set ambitious targets for the reduction of solid waste entering landfills. The ultimate target is *zero waste* for the region.

Habitat for Humanity ReStores play a significant role in reducing the flow of surplus and waste construction material to Metro Vancouver landfills. More than 1,800 tonnes of material that would have been trucked to landfills, was re-sold and recycled at our Greater Vancouver ReStores in 2013. Across Canada, thousands of tonnes of surplus material are diverted from landfills due to the over 90 ReStore operations.

Developers and contractors welcome the opportunity to donate materials rather than deal with the cost and challenge of trucking them to a landfill. They are secure in the knowledge that their donations further the work of Habitat for Humanity Greater Vancouver in lifting families out of poverty through affordable homeownership.

Habitat for Humanity ReStores can help cities in their quest to be green and environmentally sustainable, while fulfilling the mandate to increase the supply of adequate, appropriate, and affordable housing, which in turn improves the quality of life in the community.

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**DISTRICT OF NORTH VANCOUVER
PUBLIC HEARING**

**Official Community Plan Bylaw Amendments:
Maplewood Village Centre and Innovation District
Implementation Plan & Design Guidelines**

REPORT of the Public Hearing held in the Council Chambers of the Municipal Hall, 355 West Queens Road, North Vancouver, B.C. on Tuesday, January 9, 2018 commencing at 7:00 p.m.

Present: Mayor R. Walton
Councillor M. Bond (7:02 p.m.)
Councillor J. Hanson
Councillor R. Hicks
Councillor L. Muri (7:02 p.m.)

Absent: Councillor R. Bassam
Councillor D. MacKay-Dunn

Staff: Mr. D. Stuart, Chief Administrative Officer
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Mr. J. Gordon, Manager – Administrative Services
Mr. T. Lancaster, Manager – Community Planning
Ms. L. Brick, Deputy Municipal Clerk
Ms. A. Reiher, Confidential Council Clerk
Ms. K. Rendek, Planner

**District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment
Bylaw 8279, 2017 (Amendment 32)**

Purpose of Bylaw:

Bylaw 8279 proposes to amend the Official Community Plan by:

- Adding three new land use designations: Light Industrial Artisan; Light Industrial Commercial Mixed Use – Innovation District; and, Light Industrial Residential Mixed Use – Innovation District;
- Deleting and Replacing the Maplewood Village Centre portion of Schedule A: Town & Village Centre Policies;
- Adding designated properties to Form and Character and Energy and Water Conservation and Green House Gas Emission Reduction Development Permit areas; and,
- Deleting and Replacing Map 2: The District of North Vancouver Official Community Plan - Land Use Map.

1. OPENING BY THE MAYOR

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

Councillors MURI and BOND arrived at this point in the proceedings.

In Mayor Walton's preamble he addressed the following:

- Each speaker will have five minutes to address Council for a first time and should begin remarks to Council by stating their name and address;
- Use of the established speakers list. At the end of the speakers list, the Chair may call on speakers from the audience;
- All members of the audience are asked to be respectful of one another as diverse opinions are expressed. Council wishes to hear everyone's views in an open and impartial forum;
- Council is here to listen to the public, not to debate the merits of the bylaws; and,
- After everyone who wishes to speak has spoken once, speakers will then be allowed one additional five minute presentation.

Mr. James Gordon, Manager – Administrative Services, stated that:

- All persons who believe that their interest in property is affected by the proposed bylaws will be afforded a reasonable opportunity to be heard and to present written submissions;
- At the conclusion of the public input Council may request further information from staff which may or may not require an extension of the hearing, or Council may close the hearing after which Council should not receive further new information from the public;
- Everyone at the Hearing will be provided an opportunity to speak. If necessary, the Hearing will continue on a second night;
- Any additional presentations will only be allowed at the discretion of the Chair;
- The binder containing documents and submissions related to these bylaws is available on the side table to be viewed; and,
- The Public Hearing is being streamed live over the internet and recorded in accordance with the *Freedom of Information and Protection of Privacy Act*.

2. INTRODUCTION OF BYLAWS BY THE CLERK

Mr. James Gordon, Manager – Administrative Services, introduced the proposed Bylaw, stating that Bylaw 8279 proposes to amend the Official Community Plan (OCP) by adding three new land use designations:

- Light Industrial Artisan;
- Light Industrial Commercial Mixed Use – Innovation District; and,
- Light Industrial Residential Mixed Use – Innovation District.

Further, this bylaw proposes amendments by:

- Deleting and replacing the Maplewood Village Centre portion of Schedule A: Town & Village Centre Policies;
- Adding designated properties to Form and Character and Energy and Water Conservation and Green House Gas Emission Reduction Development Permit areas; and,
- Deleting and Replacing Map 2: The District of North Vancouver Official Community Plan - Land Use Map.

3. PRESENTATION BY STAFF

Ms. Karen Rendek, Development Planner, provided an overview of the proposal elaborating on the introduction by the Manager – Administrative Services. Ms. Rendek

advised that the Maplewood Village Centre and Innovation District Implementation Plan & Design Guidelines was approved by Council on November 6, 2017 and that staff were instructed to prepare any consequential OCP amendments that result from the approval of the Plan.

Ms. Rendek stated that the proposed changes include:

- Land use designations;
- Schedule A: Town & Village Centre Policies for Maplewood Village Centre;
- Schedule B: Development Permit Areas; and,
- OCP land use map.

Ms. Rendek advised that the changes to the OCP add three new employment generated land use designations, including:

- Light Industrial Artisan for small scale businesses to live and work in a mixed use building. This designation places the business on street level and residential housing on the second level;
- Light Industrial Commercial Mixed-Use, which encourages high tech offices and a business park campus that could provide both educational and recreational opportunities; and,
- Light Industrial Residential Mixed-Use which encourages residential uses above the ground floor to co-locate people with jobs and provide employee-oriented housing.

Ms. Rendek presented the existing land use map in comparison to the proposed land use map. In regards to Schedule A: Town & Village Centre Policies, Ms. Rendek stated that the proposal for housing includes the replacement of 250 existing purpose-built rental units, and that there is a target for up to 300 net new non-market units. It was also mentioned that for commercial and employment use, small scale manufacturing units with residential units are being proposed and that there is a proposal for a children's playground in a new community park. Ms. Rendek commented that the risk contours include the proximity to heavy industry.

Ms. Rendek commented on Schedule B: Development Permit Areas – Amendments to Map 3.1 and Map 4.1 and stated that:

- Lands are added for multi-family uses;
- Form and Character Development Permit Area guides the form and character of commercial, industrial and multi-family development and their relationship to the public realm and surrounding neighbourhood in Map 3.1; and,
- Energy and water conservation and GHG Emission Reduction Development Permit Area applies to new buildings to foster the conservation, efficient use of energy and water to reduce building-generated greenhouse gas emissions, as reflected in Map 4.1.

4. REPRESENTATIONS FROM THE PUBLIC

4.1. Mr. David Cook, 900 Block Lytton Street:

COMMENTING

- Commented regarding a report he authored in 2001 in reference to the hydrology of the Maplewood area and recommendations of the report; and,
- Commented on the role of McCartney Creek as a wildlife corridor.

- 4.2. Mr. Peter Teevan, 1900 Block Indian River Crescent: OPPOSED**
- Commented on the transportation issues within the District; and,
 - Opined that the proposed additional housing would increase congestion.
- 4.3. Mr. Matt Smith, 2200 Block Whitman Avenue: IN FAVOUR**
- Spoke in support of the proposed changes to the OCP for the Maplewood area;
 - Opined that there is a lack of affordable housing and industrial businesses within the District; and,
 - Suggested that affordable rental stock will be beneficial.
- 4.4. Mr. Patrick Stafford-Smith, 100 Block West 1st Street: IN FAVOUR**
- Spoke as the Chief Executive Officer of the North Vancouver Chamber;
 - Commented regarding land use and zoning; and,
 - Suggested that the proposed bylaw would retain work force within the District.
- 4.5. Mr. Hesam Amiralaei, 390 Block Seymour River Place: OPPOSED**
- Opined that there was a lack of communication from the District regarding the land use;
 - Suggested that homeowners are negatively impacted by the proposed active park; and,
 - Suggested that the District review the bylaw.
- 4.6. Ms. Linda Melville, 2200 Block Old Dollarton Road: COMMENTING**
- Expressed concern regarding the waiving of future Public Hearings if the proposed bylaw is passed;
 - Raised concerns regarding environmental impacts in the proposed light industrial areas; and,
 - Commented on the review of the OCP.
- 4.7. Mr. Hazen Colbert, 1100 Block East 27th Street: IN FAVOUR**
- Spoke in support of the Maplewood Plan;
 - Commented on the proposed bylaw and suggested amendments to the wording; and,
 - Suggested an independent consultant review the bylaw.
- 4.8. Mr. Jason Teahen, 2700 Block Lyndene Road: IN FAVOUR**
- Spoke in support of the bylaw amendment; and,
 - Opined that the amendment allows the District to remain competitive in the Metro Vancouver market.
- 4.9. Dr. Mark Lysyshym, 100 Block West Esplanade: IN FAVOUR**
- Spoke as the Medical Health Officer for Vancouver Coastal Health for the North Shore; and,
 - Opined that the amendment to the bylaw is favorable to retaining families within the District.
- 4.10. Mr. Lance Richardson, 100 Block Dollarton Highway: IN FAVOUR**
- Spoke as a representative of Arc'teryx Clothing Company;
 - Commented on the retention of employees and affordability of housing;

- Suggested that the proposed changes to the bylaw support this; and,
- Opined that transportation should be reviewed.

4.11. Ms. Kathleen Wagner, 1200 Block E 15th Street: IN FAVOUR

- Spoke to the objective of Community Housing Action Committee (CHAC); and,
- Commented on the Rental and Affordable Housing Policy.

4.12. Mr. Mathew Thomas, 700 Block Apex Avenue: IN FAVOUR

- Spoke as the Acting Director of Economic Development of the Tsleil-Waututh Nation;
- Spoke in favour of the proposed bylaw;
- Commented on the history and usage of land use by the Tsleil-Waututh community; and,
- Commented on the value of the Maplewood North lands to the economic viability of the Tsleil-Waututh Nation.

4.13. Mr. Stuart Porter, 660 Block Riverside Drive: IN FAVOUR

- Spoke in favour of the proposed bylaw;
- Suggested that the wording of the Affordable Housing Bylaw be changed; and,
- Suggested that the Maplewood area include a community centre.

4.14. Mr. Barry Fenton, 2700 Block Byron Road: IN FAVOUR

- Commented on the OCP Bylaw amendments; and,
- Opined that affordable housing is not properly defined in the OCP.

Council recessed at 8:11pm and reconvened at 8:18pm.

In response to a question from Council regarding the possibility to waive a Public Hearing, staff confirmed that Council has the option to waive Public Hearings. Staff noted that this is not the practise of the District of North Vancouver Council and that a consultative approach is preferred.

In response to a question from Council regarding the OCP creating a non-conformity to any existing zoning within the Maplewood Village area, staff advised that the adoption of the plan would not create a non-conformity.

In response to a question from Council, staff advised that the Major Industrial Accidents Council of Canada (MIAC) guidelines were consistent with those referenced in the 2012 and 2017 reports.

In response to a question from Council regarding the proposed acquisition of three properties to create parkland, staff advised that the current owners may continue to use their properties under the current zoning and that the homeowners may sell their property through a proper appraisal to the District, if they so wish to do so.

In response to a question from Council, staff advised that the word 'non-market' is specific to less than market affordability. Staff also advised that the policy documents using the words 'target' or 'encourage', when referencing to non-market housing, are policy language words that express intent or goals and that any implementation of plans

would require a separate bylaw. Staff commented that the language may be reviewed at second and third readings of the bylaw.

4.15. Mr. Don Peters, 600 Block West Queens: IN FAVOUR

- Spoke as a representative of CHAC;
- Spoke in favour of the amendment to the bylaw; and,
- Suggested that the wording be reviewed to use the word 'affordable'.

4.16. Mr. Shay Dejaray, 2200 Block Riverside Drive: IN FAVOUR

- Commented on affordable housing, transportation and commercial businesses within the District.

4.17. Mr. David Mancini, 300 Block Seymour River Place: OPPOSED

- Commented on the lots designated for parkland on Seymour River Place and the future desirability of the lots; and,
- Suggested that the proposed land use designation be revisited.

4.18. Ms. Linda Melville, 2200 Block Old Dollarton Road: SPEAKING A SECOND TIME

- Expressed concern regarding land use in the Maplewood area; and,
- Opined that an information workshop would be beneficial.

4.19. Mr. Hazen Colbert, 1100 Block East 27th Street SPEAKING A SECOND TIME

- Queried whether the bylaw is a policy bylaw or implementation bylaw; and,
- Suggested that the language be reviewed accordingly.

4.20. Mr. Barry Fenton, 2700 Block Byron Road: SPEAKING A SECOND TIME

- Commented on CHAC concerns regarding the OCP; and,
- Suggested that stronger language and targets could be used in the OCP.

4.21. Mr. Hasam Amiralaei, 300 Block Seymour River Place: SPEAKING A SECOND TIME

- Expressed concern regarding the proposed land use change to parkland for Seymour River Place.

4.22. Mr. Corrie Kost, 2800 Block Colwood Drive: COMMENTING

- Commented on the affordability of the Maplewood plan for the District;
- Commented on the authority of Council to waive Public Hearing proceedings; and,
- Commented on the MIAC guidelines.

4.23. Mr. Hazen Colbert, 1100 Block East 27th Street: SPEAKING A THIRD TIME

- Queried if the Public Hearing may remain open; and,
- Suggested more information be provided within the report.

4.24. Mr. Corrie Kost, 2800 Block Colwood Drive: SPEAKING A SECOND TIME

- Commented on the rezoning practise within the District and non-market housing;
- Opined that Public Hearings and OCP reviews are essential; and,
- Commented on the human impact of chlorine spills.

In response to a question from Council, staff advised that the existing single family zoning may continue and that if an owner wishes to sell their property to the District, it may be changed to park land use under District ownership.

In response to a question from Council, staff advised that the book 'When the Ground Shakes' will be reposted on the District website for public perusal.

In response to a question from Council, staff advised that responses would be provided to the questions submitted by CHAC.

In response to a question from Council, staff advised that clarification would be provided on the possibility to accommodate an increase in the light-industrial market.

In response to a question from Council, staff advised that the Maplewood Implementation Plan was approved by Council on November 6, 2016 and that the amendment of the bylaw would be to change the land use and maps within the OCP.

5. COUNCIL RESOLUTION

MOVED by Councillor HANSON

SECONDED by Councillor MURI

THAT the January 9, 2018 Public Hearing be adjourned and reconvene on a date to be determined.

DEFEATED

Voting Against: Mayor WALTON, Councillors BOND and HICKS

MOVED by Councillor MURI

SECONDED by Councillor BOND

THAT the January 9, 2018 Public Hearing be closed;

AND THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8279, 2017 (Amendment 32)" be returned to Council for further consideration.

CARRIED

Voting Against: Councillor HANSON
(9:25 p.m.)

CERTIFIED CORRECT:


Confidential Council Clerk

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REPORTS

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COUNCIL AGENDA/INFORMATION			
<input type="checkbox"/> In Camera	Date:	Item #	
<input checked="" type="checkbox"/> Regular	Date: <u>Jan 22, 2018</u>	Item #	
<input type="checkbox"/> Agenda Addendum	Date:	Item#	
<input type="checkbox"/> Info Package			
<input type="checkbox"/> Council Workshop	DM#	Date:	Mailbox:


Dept.
Manager


Director


CAO

The District of North Vancouver REPORT TO COUNCIL

January 5, 2018

File: 08.3060.20/055.17

AUTHOR: Jennifer Malcolm, Planning Assistant

SUBJECT: 3644 Edgemont Blvd – Development Permit 55.17

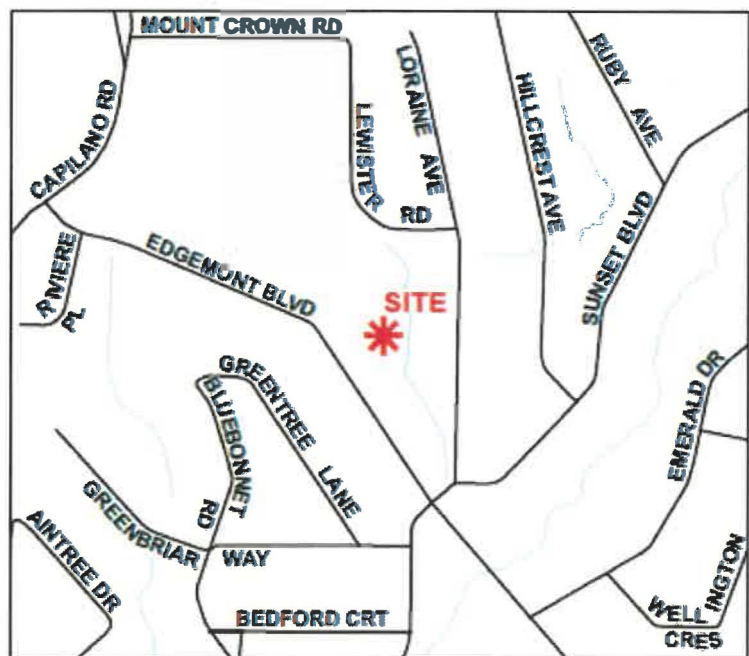
RECOMMENDATION:

THAT Council issue Development Permit 55.17 (Attachment A) to allow for the construction of a ground floor addition to a duplex unit at 3644 Edgemont Blvd.

REASON FOR REPORT: The applicant has applied for a Development Permit with variance that requires Council's approval.

SUMMARY:

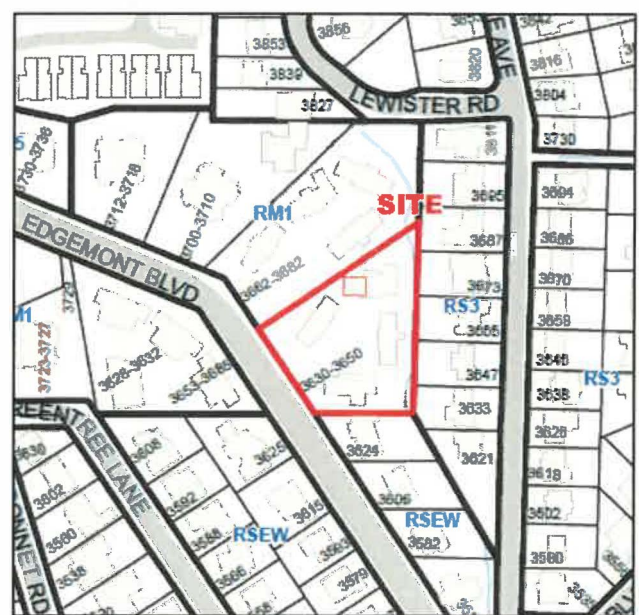
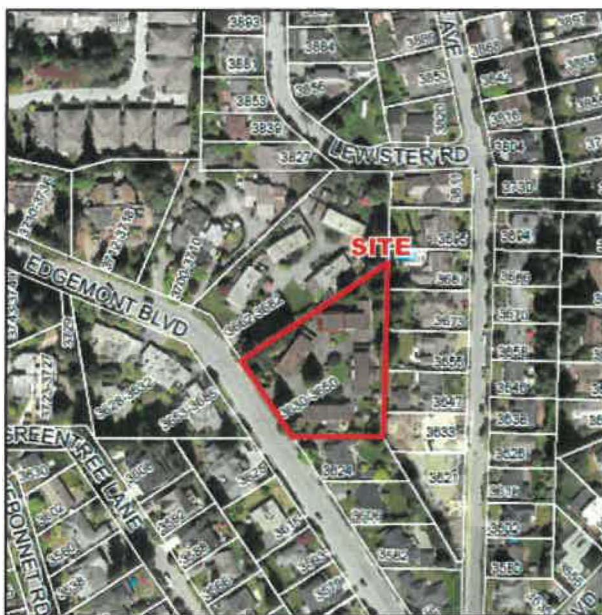
The application is for a Development Permit with variance to allow for the construction of a ground floor addition at 3644 Edgemont Blvd. The site is located within Development Permit areas for Streamside Protection, Form and Character and Energy and Water Conservation and Greenhouse Gas Emission Reduction. The proposal requires a variance to the siting area map as the proposed addition projects beyond the building siting area boundaries.



BACKGROUND:

Site and Surrounding Area:

The subject property at 3644 Edgemont Blvd is located on a multifamily site that is comprised of 4 duplex buildings with a total lot area of 4329 sq. m. (46,597 ft²). Standing two-storeys in height, 3644 Edgemont Blvd is one of two units located in the northeast duplex as shown in the context map and air photo below. The site and surrounding residential neighbourhood to the north and west is zoned Multi-Family Residential Zone 1 (RM1) with the remainder of the neighbourhood zoned Single-Family Residential 7200 Zone (RS 3) and Single-Family Residential Edgemont West Zone (RSEW).



PROPOSAL:

The applicant proposes to construct a 19.9 m² (214 sq. ft.) ground floor addition comprising of a new family room and small kitchen addition at the rear of the existing two-storey duplex. There is an existing rear yard solarium which will be replaced by the new family room addition. The site's multifamily zoning permits building coverage of 50% and the proposal is within that.

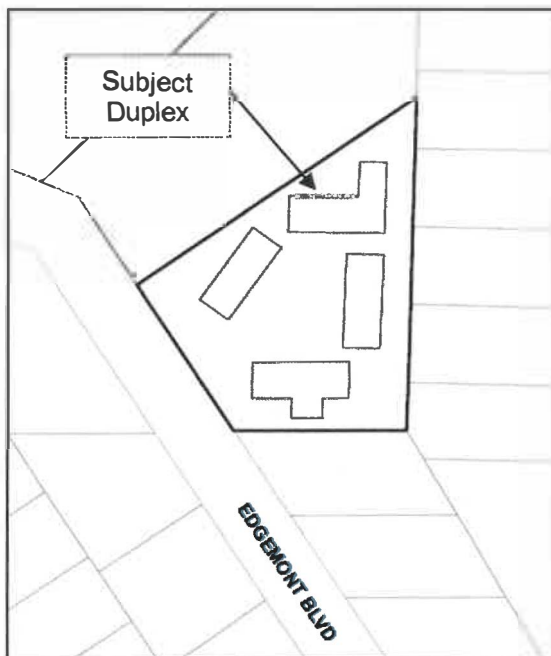
The property is separated from the north and east neighbours by foliage and fencing, mitigating impacts on neighbours. As the proposed is in the rear of the subject property, it will not be visible from the neighbouring duplexes on the subject site or from the street. The applicant has provided evidence that the Strata is unanimously supported of the proposed project.

ANALYSIS:

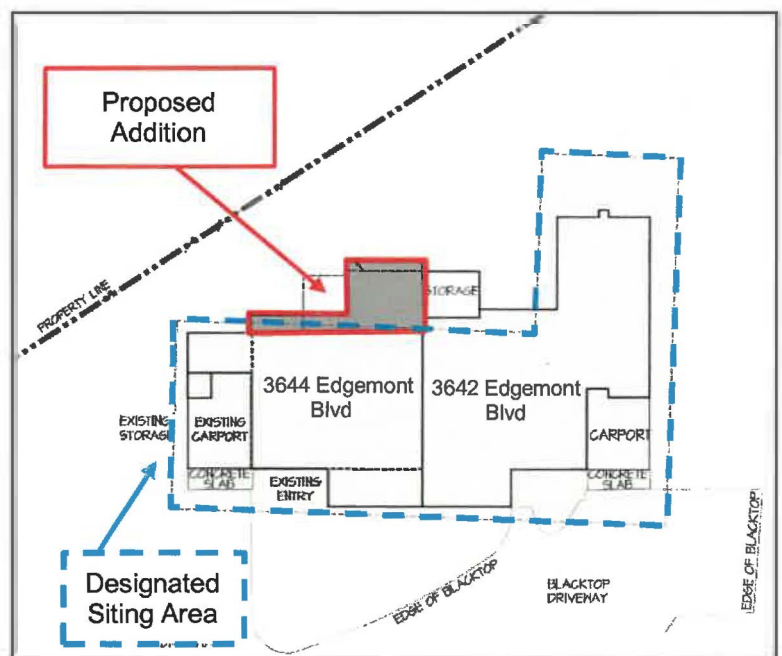
Zoning Bylaw Compliance:

The site is zoned Multi-Family Residential Zone 1 (RM1) and the location of buildings and structures on the property is regulated by a siting area on Plan Section Page R/7. As the proposed addition is outside of the existing siting area, the development requires a variance for the siting area of the lot. The below images illustrate the existing siting area map for the property as well as an updated site plan showing the addition to the siting area.

Existing Siting Area:



Proposed Addition:



The proposed variance will not be visible from Edgemont Blvd due to its rear location on the lot. The following images show the existing multifamily unit and proposed addition as well as elevations with the addition outlined in red.

Photo of Current House



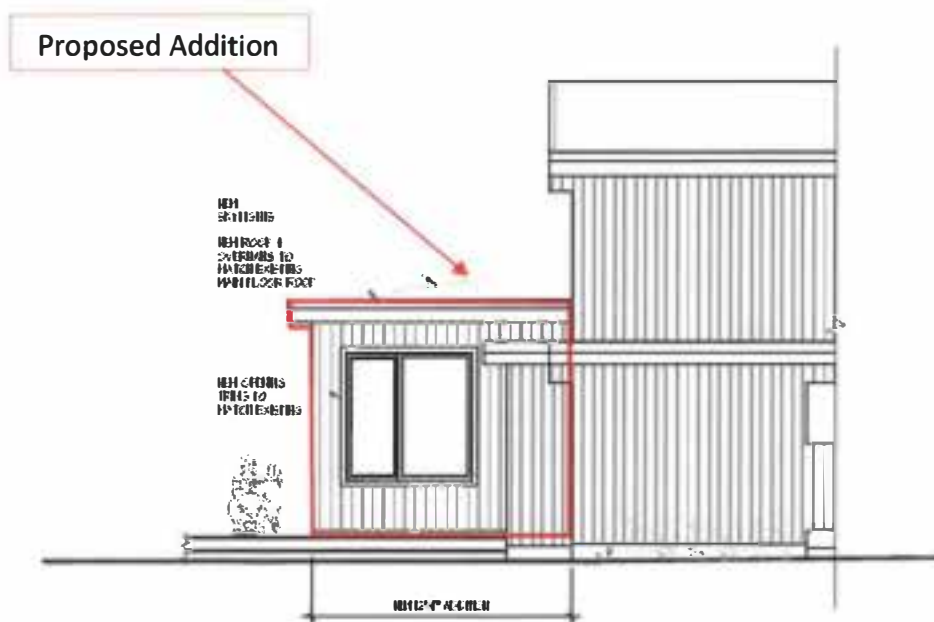
Rendering of Proposed New Addition



Elevations:



North Elevation



West Elevation

DEVELOPMENT PERMITS:

The proposal is in Development Permit Areas for Form and Character, Streamside Protection, and Energy and Water Conservation and Greenhouse Gas Emission Reduction.

Form and Character:

The project has been reviewed by the District's Urban Design Planner and against the Design Guidelines for the Form and Character of Ground-Orientated Housing. The proposed building material of the addition will match the existing cladding of the structure and will result in an improved building appearance. The addition will be modest in nature and not have any on or off site impacts.

Streamside Protection:

Due to the proposed location of the addition, the development is exempted from the Streamside Protection DPA as it is not located in the streamside protection setback area.

Energy and Water Conservation and Greenhouse Gas Emission Reduction:

As the proposed addition does not require an amendment to the Zoning Bylaw and is not a new ICI Building, the development is exempted from the Energy and Water Conservation and Greenhouse Gas Emission Reduction DPA.

PUBLIC INPUT:

An information letter outlining the application was mailed to adjacent neighbours in accordance with the District of North Vancouver's Development Procedures Bylaw. Two responses were received from neighbours in support of the proposal.

Municipal notification advising that Council will be considering whether to issue a Development Permit will be sent and response to the notification will be provided to Council prior to consideration of this application.

CONCLUSION:

Staff are supportive of the proposed variance as it is considered a nominal increase in the building footprint of the lot. In addition, staff note that it is anticipated that there will be minimal impact to adjacent neighbours.

OPTIONS:

The following options are available for Council's consideration:

1. That Development Permit 55.17 (Attachment A) be issued to allow for an addition to a multifamily unit at 3644 Edgemont Blvd; or
2. That Development Permit 55.17 be denied.

Respectfully submitted,



Jennifer Malcolm
Planning Assistant

Attach
Attachment A – DP 55.17

- ☐ Sustainable Community Dev.
- ☐ Development Services
- ☐ Utilities
- ☐ Engineering Operations
- ☐ Environment
- ☐ Economic Development
- ☐ Human resources
- ☐ Engineering - Public Safety

REVIEWED WITH:

- ☐ Clerk's Office
- ☐ Communications
- ☐ Finance
- ☐ Fire Services
- ☐ ITS
- ☐ Solicitor
- ☐ GIS

External Agencies:

- ☐ Library Board
- ☐ NS Health
- ☐ RCMP
- ☐ Recreation Com.
- ☐ Museum & Arch.
- ☐ Other:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER

DEVELOPMENT PERMIT 55.17

This Development Permit is hereby issued by the Council for The Corporation of the District of North Vancouver to the registered owner(s) to allow for an addition to a multifamily unit at 3644 Edgemont Blvd, legally described as Strata Lot 6 District Lot 601 Strata Plan Vr. 32 Together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1 (PID: 003-113-906) subject to the following terms and conditions:

- A. The following Zoning Bylaw regulations are varied under section 490 (1) (a) of the Local Government Act:
 - 1. The Plan Section Page R/7 setbacks are varied to permit the building footprint as illustrated in the attached plan DP 55.17A, and to permit the construction of the building as illustrated on the attached package (DP 55.17 A – D)
- B. The following requirements are imposed under Subsections 490 (1) (c) of the Local Government Act:
 - 1. Substantial construction as determined by the Manager of Permits and Licenses shall commence within two years of the date of this permit or the permit shall lapse.
- C. The following requirements are imposed under Subsections 491 (7) and 491 (8) of the Local Government Act:
 - 1. The site shall be developed in accordance with the attached plans DP 55.17 A – D.

Mayor

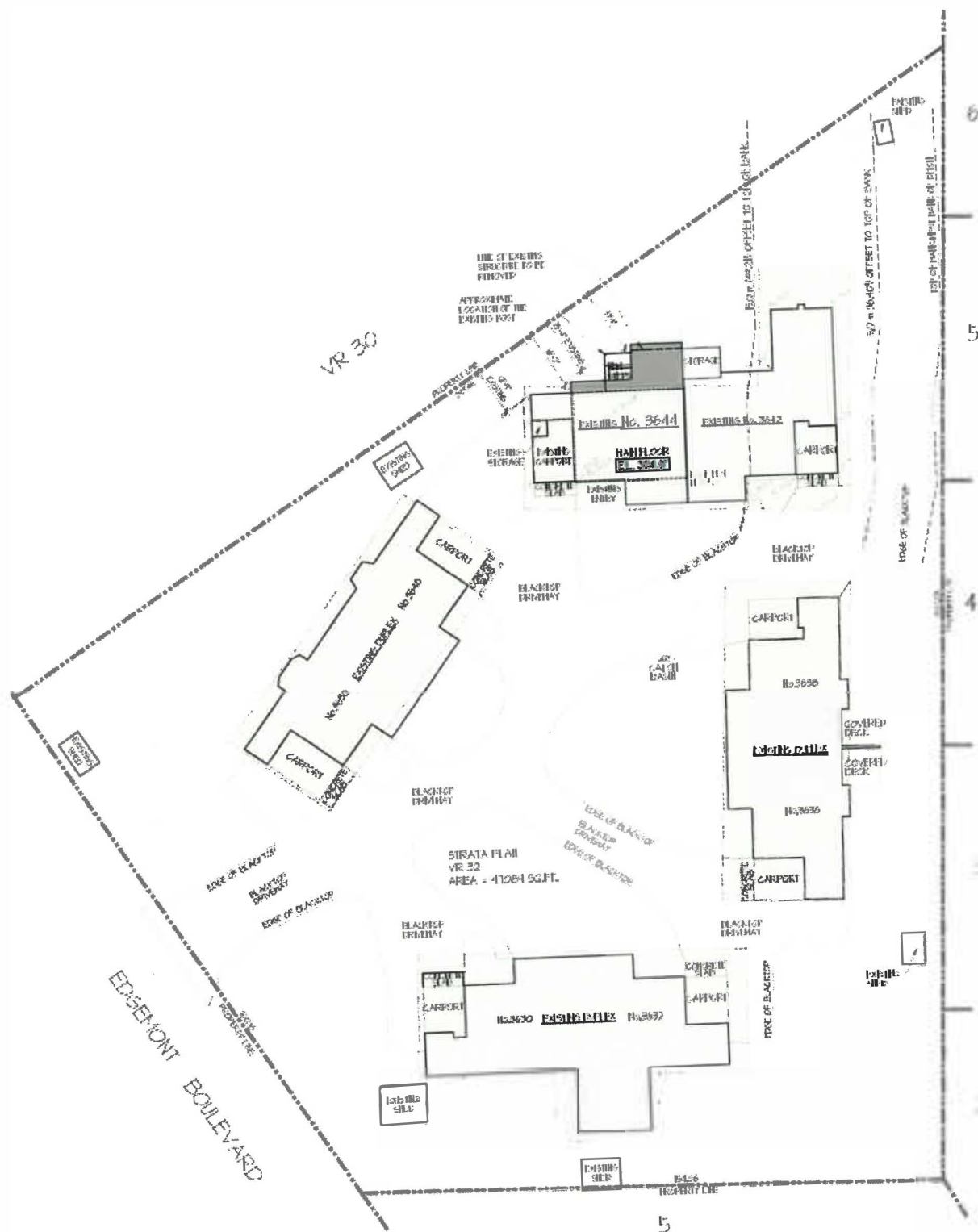
Municipal Clerk

Dated this day of , 2018

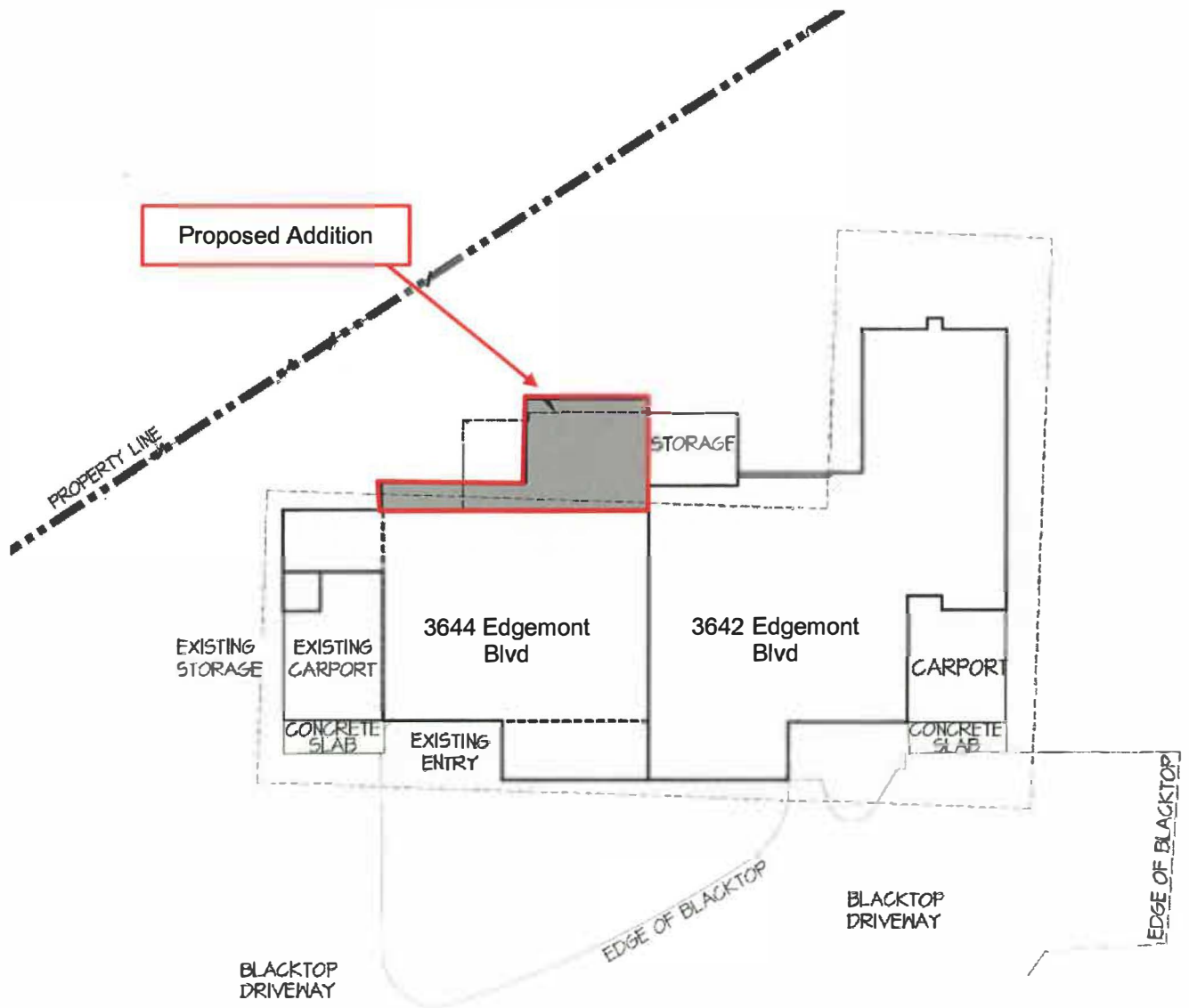
Siting Area Map:



Site Plan:



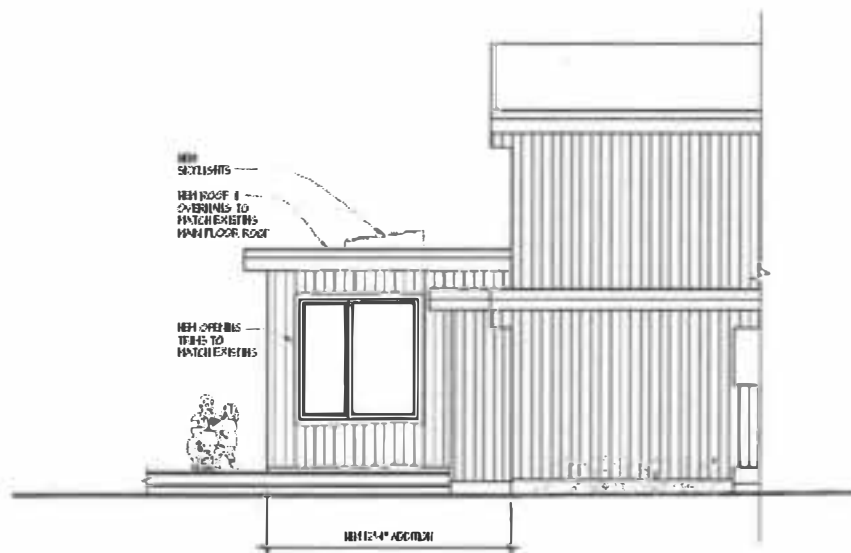
Site Plan:



Elevations:



North Elevation



West Elevation

COUNCIL AGENDA/INFORMATION			
<input type="checkbox"/> In Camera	Date:	Item #	
<input checked="" type="checkbox"/> Regular	Date: <u>Jan 22, 2018</u>	Item #	
<input type="checkbox"/> Agenda Addendum	Date:	Item#	
<input type="checkbox"/> Info Package			
<input type="checkbox"/> Council Workshop	DM#	Date:	Mailbox:



The District of North Vancouver REPORT TO COUNCIL

January 4, 2018

File: 08.3060.20/036.17

AUTHOR: Jennifer Malcolm, Planning Assistant

SUBJECT: 4388 Prospect Rd – Development Permit 36.17

RECOMMENDATION:

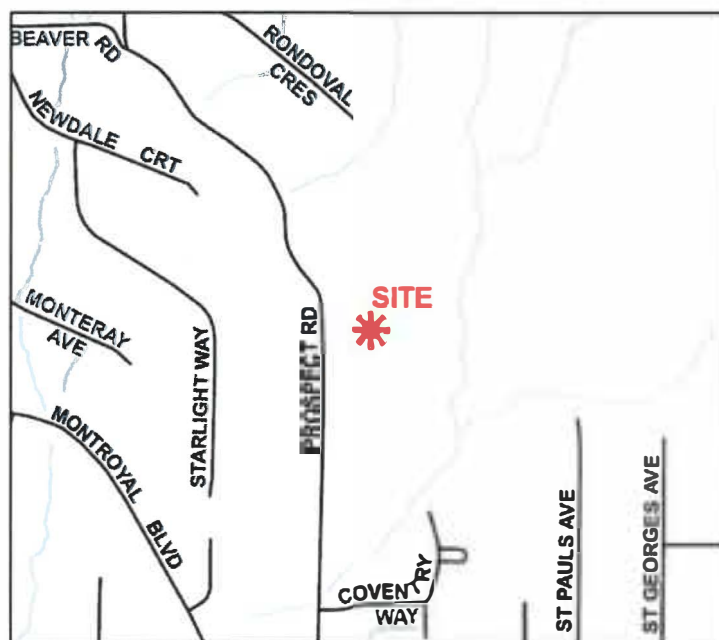
THAT Council issue Development Permit 36.17 (Attachment A) to allow for the construction of a new house and detached garage at 4388 Prospect Rd.

REASON FOR REPORT: The applicant has applied for a Development Permit with variances that requires Council's approval.

SUMMARY:

The application is for a Development Permit with variances to allow for the construction of a new single family house and detached garage at 4388 Prospect Rd. The site is located within Development Permit areas for Slope Hazard, Wildfire Hazard and Protection of the Natural Environment. The proposal requires the following three variances:

- Maximum principal building height;
- Maximum principal building eave height; and
- Maximum height of retaining wall in required setback.

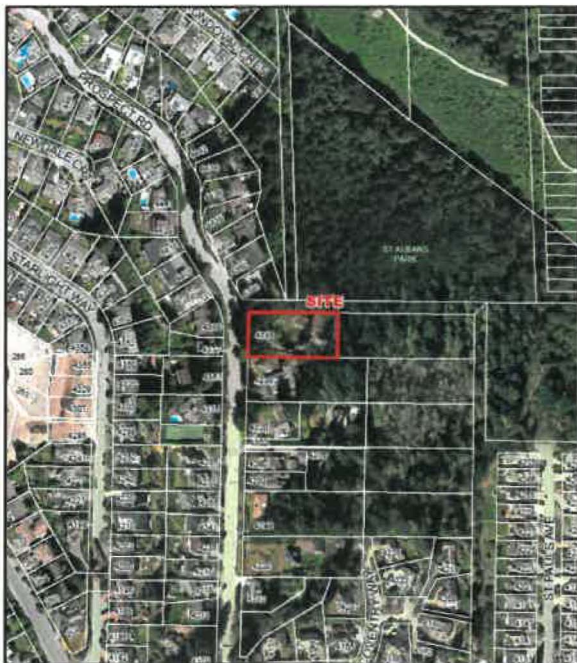


The steep slope and desire to minimize construction impact on the site have contributed to the need for these variances.

BACKGROUND:

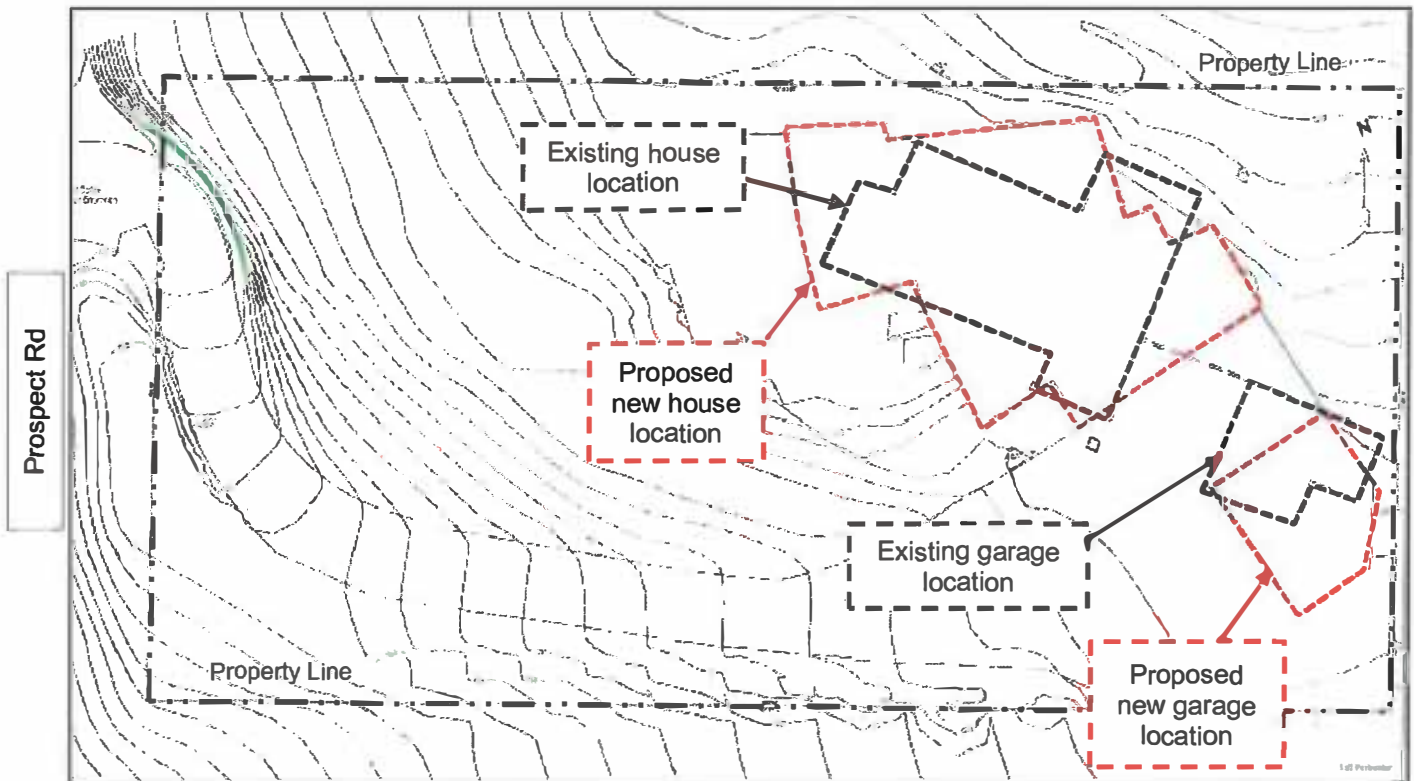
Site and Surrounding Area:

The subject property at 4388 Prospect Rd has an area of 2,872 m² (30,913.9 sq.ft.). The property is bounded by existing residential developments to the northwest, west and south, with St. Albans Park to the north and east. The site and surrounding residential neighbourhood to the south is zoned Single-Family Residential One Acre Zone (RS1) with the remainder of the neighbourhood zoned Single-Family Residential 7200 Zone (RS3) as shown in the context map and air photo below. There is currently an occupied, two storey single family house in the northeast corner of the site.



The site is steeply sloped throughout as shown in the following contour map:

Contour Map



PROPOSAL:

The applicant is proposing that the existing occupied house be demolished and replaced with a new single family house and detached garage. To improve site access and the overall safety of the driveway entrance, realignment of the driveway is proposed that includes widening of the structure and regrading of the area. This Development Permit has resulted from the construction methods required to maintain the property as a safe and stable condition while improving site access in accordance with both the District of North Vancouver's Natural Hazards Risk Tolerance Criteria and the recommendations outlined in a geotechnical report prepared by GVH Consulting Ltd. dated December 5, 2017 and based on the proposed building drawings.

ANALYSIS:

Zoning Bylaw Compliance:

The proposed construction requires the following variances:

Regulation	Required/ Permitted	New Work	Variance
Maximum Principal Building Height	7.92 m 26.0 ft	9.32 m 30.61 ft	1.40 m 4.61 ft
Maximum Principal Building Eave Height	6.71 m 22.00 ft	9.08 m 29.8 ft	2.37 m 7.8 ft
Maximum Height of Retaining Wall in Required Setback	1.22 m 4.00 ft	4.99 m 16.4 ft	3.77 m 12.4 ft

Variances:

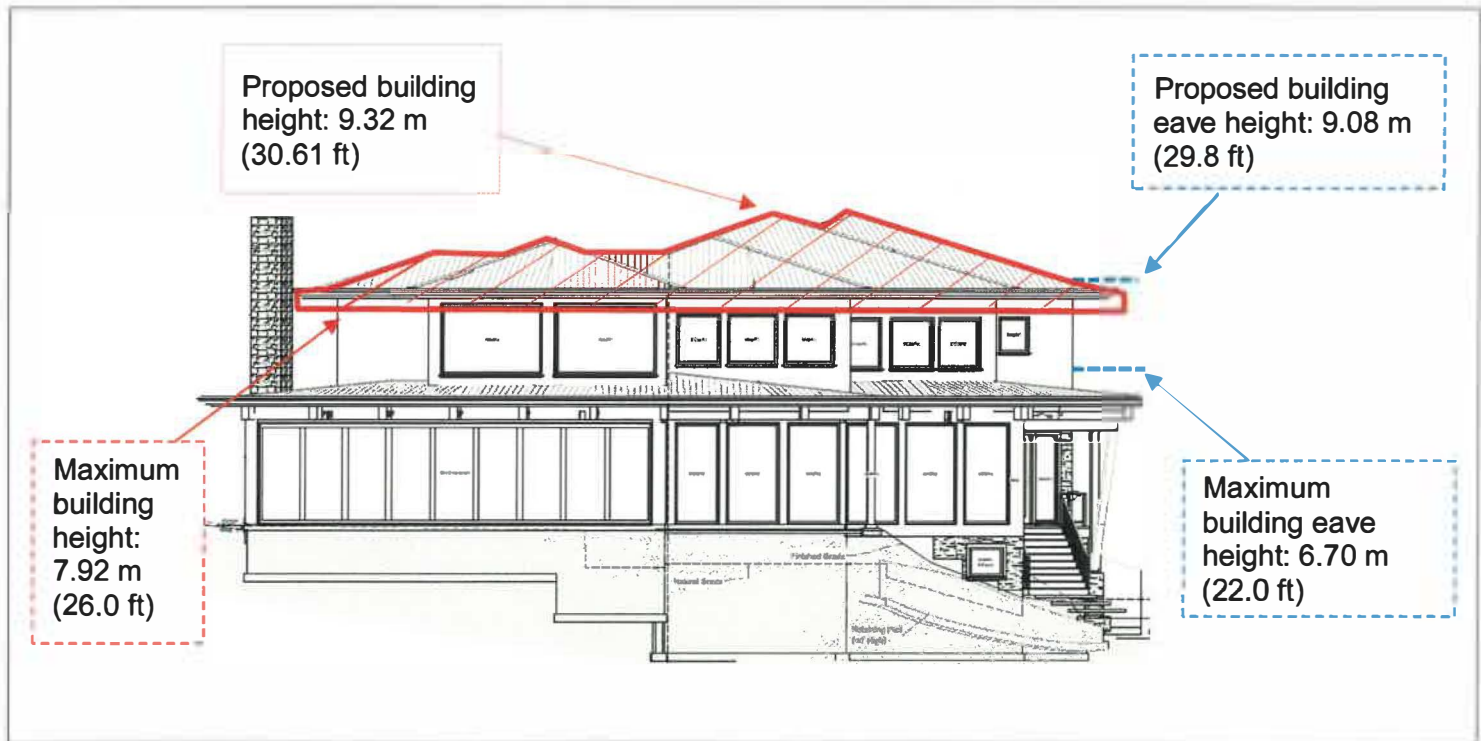
Maximum Principal Building Height and Eave Height

The variances for maximum principal building height and eave height have resulted from the slope of the lot. Due to a significant decrease in elevation in the south west corner of the proposed building location the maximum building height in certain locations extends beyond the limit allowed. The proposed building height is 9.32m (30.61ft) which requires a 1.40m (4.61ft) variance.

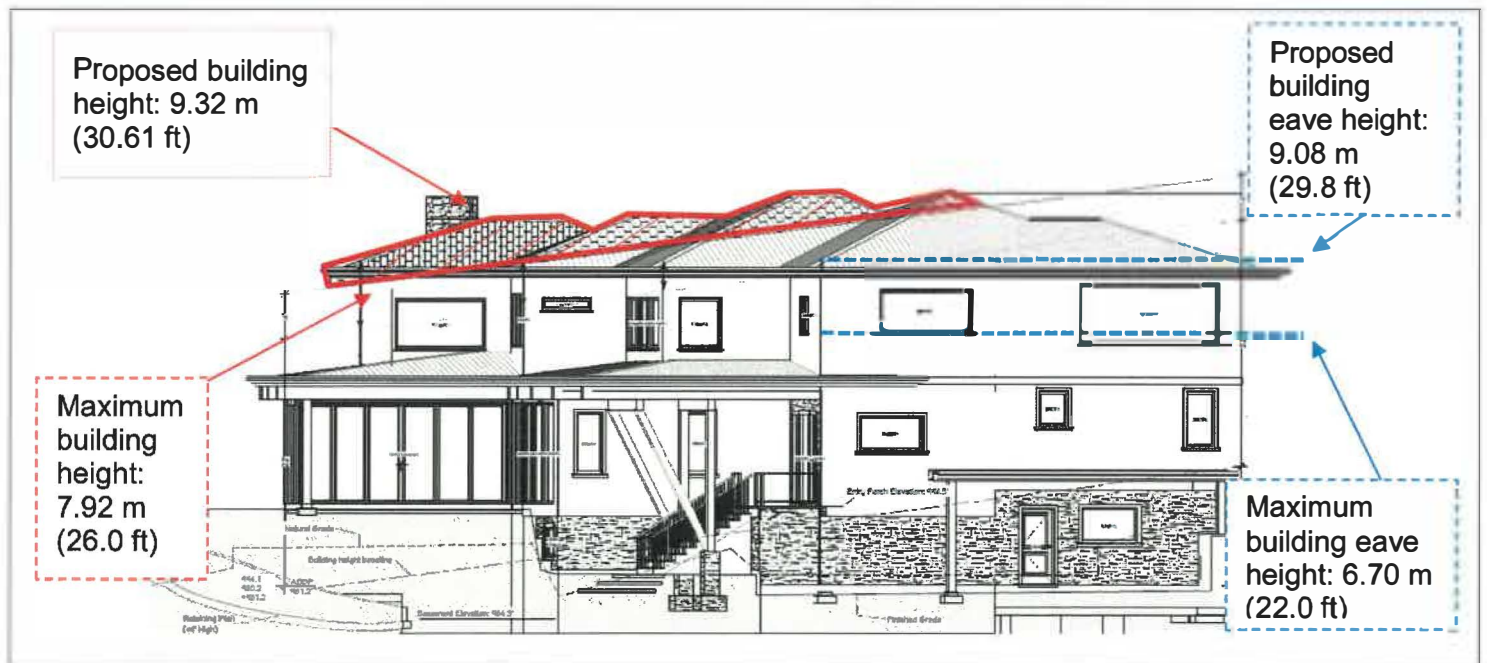
Maximum principal building eave height is calculated from the lesser of the natural or finished grade. Due to the significant decrease in grade in the south west corner, maximum building eave height is measured at this location. As the maximum building eave height in certain locations extends beyond the limit allowed, it requires a variance. The proposed eave height is 9.08m (29.8ft) which requires a 2.37m (7.8ft) variance.

Both the principal building height and eave height variances are mitigated by the location of the house being set back 39.1 m (128.24 ft) from the front property line.

West Elevation (Street View)



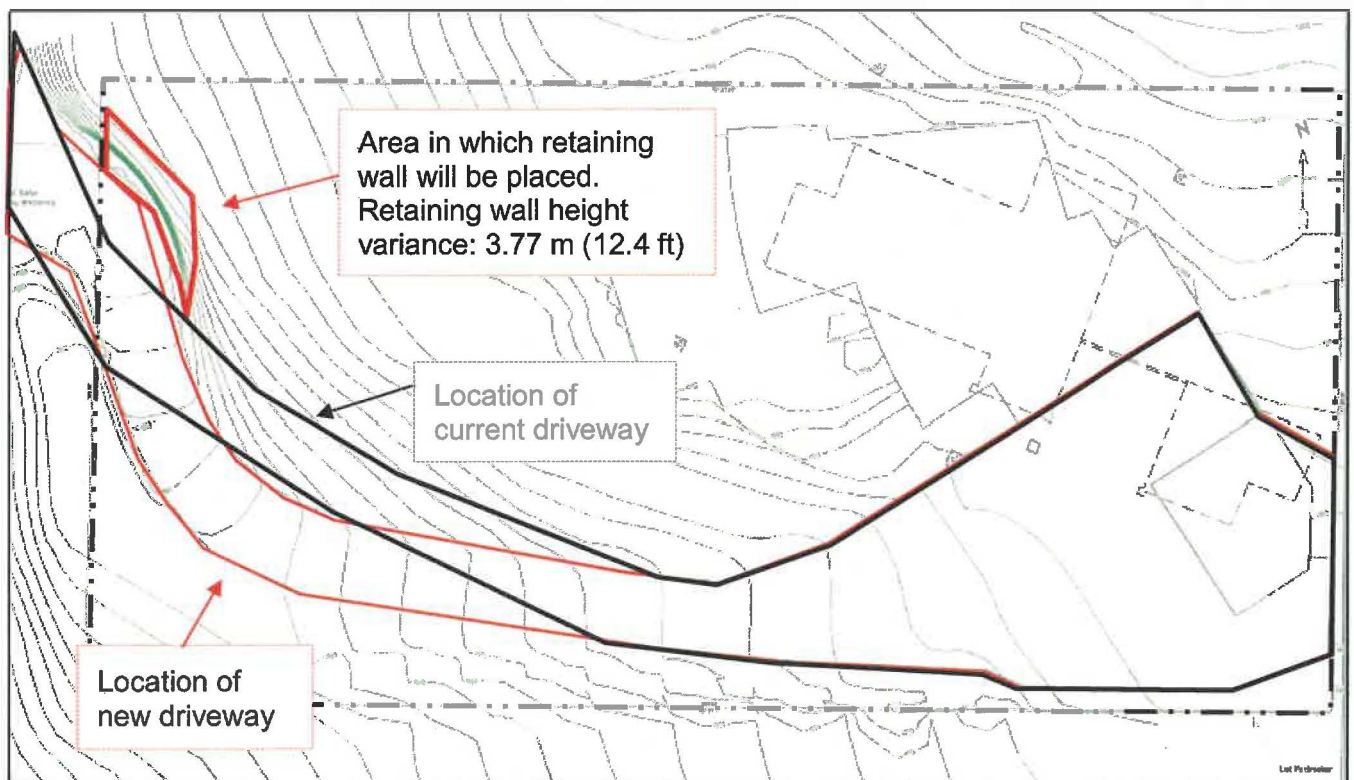
South Elevation



Maximum Height of Retaining Wall in Required Setback:

The applicant has proposed to construct a new driveway with a shotcrete retaining wall within the front yard setback at the northwest portion of the subject property. The proposed new driveway entrance will improve access safety by providing clearer visibility of Prospect Rd while minimizing the turning radius required to enter and exit the property. Due to the realignment of the driveway entrance, rock breaking and blasting will be required to excavate the slope north of the structure, creating exposures of up to 4.6 meters. GVH Consulting Ltd. has therefore recommended an anchored shotcrete retaining wall of 4.99 meters in height which requires a 3.77 m (12.4 ft) variance.

The site plan below indicates the location of the front yard retaining wall:



One of the three variances will be visible from Prospect Rd, which is the retaining wall variance. This variance will be offset by landscaped screening to the south and east of the retaining wall which will include a mix of shrubs, ferns and trees. Due to the far setback of the proposed building and further landscape screening, the principal building height and principal building eave height variances will not be visible from Prospect Rd. The following images demonstrate the existing streetscape with occupied house, and the proposed new house, garage and retaining wall with the proposed variances shown.

Photo of Current Street View



Rendering of Proposed New House and Garage



Development Permits:

The site is in Development Permit Areas for Protection of the Natural Environment, and for protection from hazardous conditions for Slope Hazard and Wildfire Hazard. The proposal and reports from qualified professionals have been reviewed by the District's Environment Department and Building Department.

Wildfire Hazard:

The applicant has provided a wildfire assessment and arborist report prepared by B.A. Blackwell & Associates Ltd. This report includes an assessment of the anticipated tree impacts due to a wildfire hazard assessment and a proposed restoration planting plan.

The report recommends a number of wildfire mitigation measures including the use of non-combustible building materials and the removal of flammable shrubs, hedges and trees in close proximity to the proposed house. A total of 57 protected trees have been slated for removal. 4 trees are located on the neighbouring property at 4336 Prospect Rd, and 15 trees located on District of North Vancouver land. The neighbour located at 4336 Prospect Rd has been consulted regarding this tree removal, and consent has been given for the removal of these trees. A restoration landscape plan has been provided which recommends the replanting of 32 trees, 10 of which are Douglas Firs plus planting of 105 shrubs and approximately 60 herb species.

Development Permit 36.17 references compliance with the wildfire assessment and arborist report as a condition of development.

Protection of the Natural Environment:

The proposed restoration plan within the B.A. Blackwell & Associates Ltd. Wildfire and Arborist Report has been deemed acceptable to help mitigate the loss of canopy and to restore a resilient and biodiverse forest edge, satisfying the requirements of the Development Permit Area.

Development Permit 36.17 references compliance with the proposed restoration plan as a condition of development.

Slope Hazard:

The applicant has submitted a geotechnical report prepared by GVH Consulting Ltd. which concludes that the proposal meets the District's adopted Risk Tolerance Criteria and Slope Hazard Development Permit Area guidelines. The report includes a statement that the site is safe for the intended use of the driveway and shotcrete retaining wall, and that additional mitigation of hazards will be realized by scaling and shoring during the construction process.

The GVH Consulting Ltd. report also includes an assessment of the B.A. Blackwell & Associates Inc. wildfire assessment and arborist report, which concludes that the proposed tree removals will not increase risk of slope instability. It was noted that trees located on rock

slopes can increase instability due to danger of windfalls uprooting rock and penetration of tree roots into rock fissures and cracks.

The geotechnical report notes that excavation and backfill will be required as a part of the driveway and shotcrete retaining wall proposal. To confirm that the geotechnical report recommendations are followed, GVH Consulting Ltd. recommends field reviews and monitoring during the construction process.

The geotechnical report has been reviewed by the District of North Vancouver's Building Department. It has been noted that prior to submission of Building Permit, Appendix D of the report will require revision to include referencing to the Community Charter and District's Building Permit requirements.

Development Permit 36.17 references compliance with the geotechnical report as a condition of development. A Section 219 Restrictive Covenant for slope hazard mitigation will be registered on title of the subject property prior to issuance of a Building Permit.

PUBLIC INPUT:

An information letter was sent out to the adjacent neighbours of the property in accordance with the District of North Vancouver's Development Procedures Bylaw. No responses were received from neighbours.

Municipal notification advising that Council will be considering whether to issue a Development Permit will be sent to the adjacent property owners. Response to the notification will be provided to Council prior to consideration of this application.

CONCLUSION:

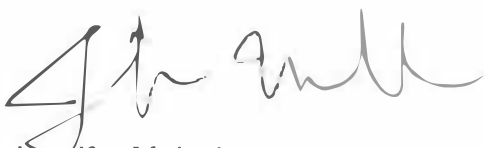
Staff are supportive of the proposed variances because of the constraints resulting from the slope of the lot and that the variances are anticipated to have minimal impact on adjacent neighbours. Staff are satisfied that this proposed development will ensure all required geotechnical and slope stability issues are addressed.

OPTIONS:

The following options are available for Council's consideration:

- 1. THAT** Council issue Development Permit 36.17 (Attachment A) to allow for the construction of a new single family house and detached garage at 4388 Prospect Rd (staff recommendation); or
- 2. THAT** Council deny Development Permit 36.17 including the associated variances.

Respectfully submitted,



Jennifer Malcolm
Planning Assistant

Attach: A. DP 36.17

REVIEWED WITH:

- ☐ Sustainable Community Dev.
- ☐ Development Services
- ☐ Utilities
- ☐ Engineering Operations
- ☐ Environment
- ☐ Economic Development
- ☐ Human resources
- ☐ Engineering - Public Safety

- ☐ Clerk's Office
- ☐ Communications
- ☐ Finance
- ☐ Fire Services
- ☐ ITS
- ☐ Solicitor
- ☐ GIS

External Agencies:

- ☐ Library Board
- ☐ NS Health
- ☐ RCMP
- ☐ Recreation Com.
- ☐ Museum & Arch.
- ☐ Other:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER

DEVELOPMENT PERMIT 36.17

This Development Permit is hereby issued by the Council for The Corporation of the District of North Vancouver to the registered owner(s) to allow for the construction of a new house and detached garage on the property located at 4388 Prospect Rd, legally described as Amended Lot 15 (See 435730L) Block 1 District Lot 785 Plan 4730 (PID: 011-364-149) subject to the following terms and conditions:

- A. The following Zoning Bylaw regulations are varied under section 490 (1) (a) of the Local Government Act:
 - 1. The maximum principal building height is increased from 7.92m (26.00ft) to 9.32m (30.61ft);
 - 2. The maximum principal building eave height is increased from 6.71m (22.00ft) to 9.08m (29.80ft);
 - 3. The maximum height of retaining wall in required setback is increased from 1.22m (4.00ft) to 4.99m (16.40ft); and,
 - 4. The variances above apply only to the renovation as illustrated on the attached drawings (DP36.17 A-F).
- B. The following requirements are imposed under Subsections 490 (1) (c) of the Local Government Act:
 - 1. Substantial construction as determined by the Manager of Permits and Licenses shall commence within two years of the date of this permit or the permit shall lapse.
- C. The following requirements are imposed under Sections 491 (1) and 491 (2) of the Local Government Act:
 - 1. No work shall take place except to the limited extent shown on the attached plans (DP36.17 A-F) and in accordance with the following:
 - (i) Recommendations of the "Wildfire Hazard Assessment" and restoration plan prepared by B.A. Blackwell & Associates Ltd., dated November 10, 2016 (amended October 21, 2017);
 - (ii) Recommendations of the report titled "Geotechnical Report" prepared by GVH Consulting Ltd., dated December 5, 2017;
 - (iii) Prior to submission of Building Permit, Appendix D of the above noted Geotechnical Report shall reference the Community Charter and Building Permit Requirements;

- (iv) A qualified professional shall confirm that the building permit drawings meet the recommendations of the geotechnical report referenced above, or meets and equivalent or higher degree of protection;
- (v) Mitigation measures are carried out in accordance with Sections C. 1 (i) and (ii) of this permit;
- (vi) At the completion of the development and before first occupancy, a qualified professional shall inspect and sign off that all prescribed mitigation measures have been satisfactorily undertaken pursuant to the Wildfire Hazard Assessment Report and Geotechnical Report referenced above; and,
- (vii) Prior to issuance of Building Permit, confirmation of registration of the section 219 restrictive covenant for slope hazard mitigation.

D. The following requirements are imposed under Section 502 (1) and (2) of the Local Government Act:

1. Prior to issuance of the Building Permit the following deposits are required:

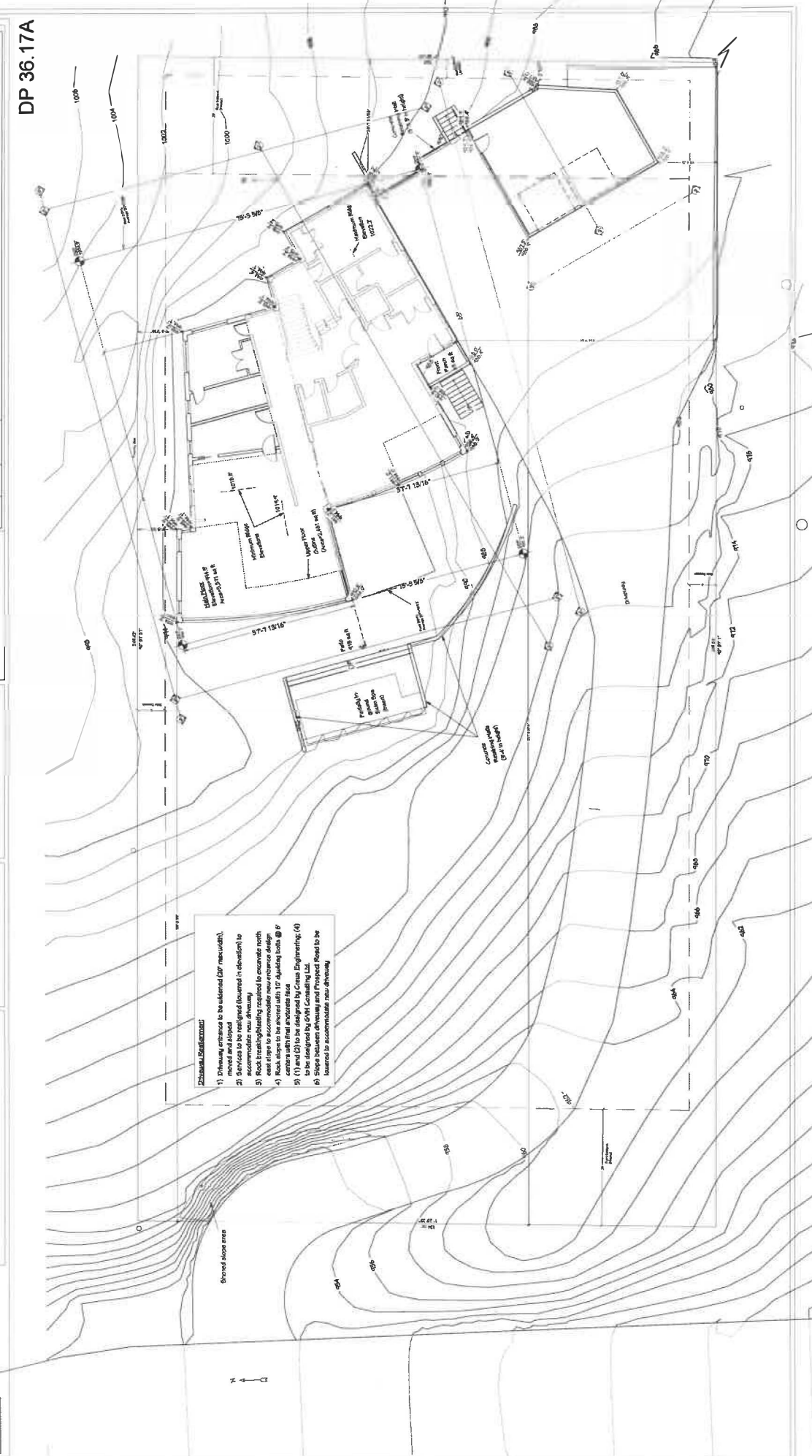
- (i) A security deposit equal to the greater of 125% of the estimated cost of all on-site landscaping, in accordance with the approved cost estimate or \$100,000. The deposit must be provided prior to issuance of a Building Permit for the proposed development on the Land and will be held as security for landscaping works.

Mayor

Municipal Clerk

Dated this day of , 2018.

SHEET:	SCALE:	DATE:	Key:  City Development Part. Elevation  Neighborhood Planned Center	Site Plan 4388 Prospect Road Building Permit Application	PROJECT NAME 1750 9TH AVE PROJECT NO. 10550172017	PREPARED BY APPROXIMATE FINISHED GRADE CONTOURS AND THEROLOGY	PREPARED FOR 1750 9TH AVE
1/8"=1'	7/17/2017						



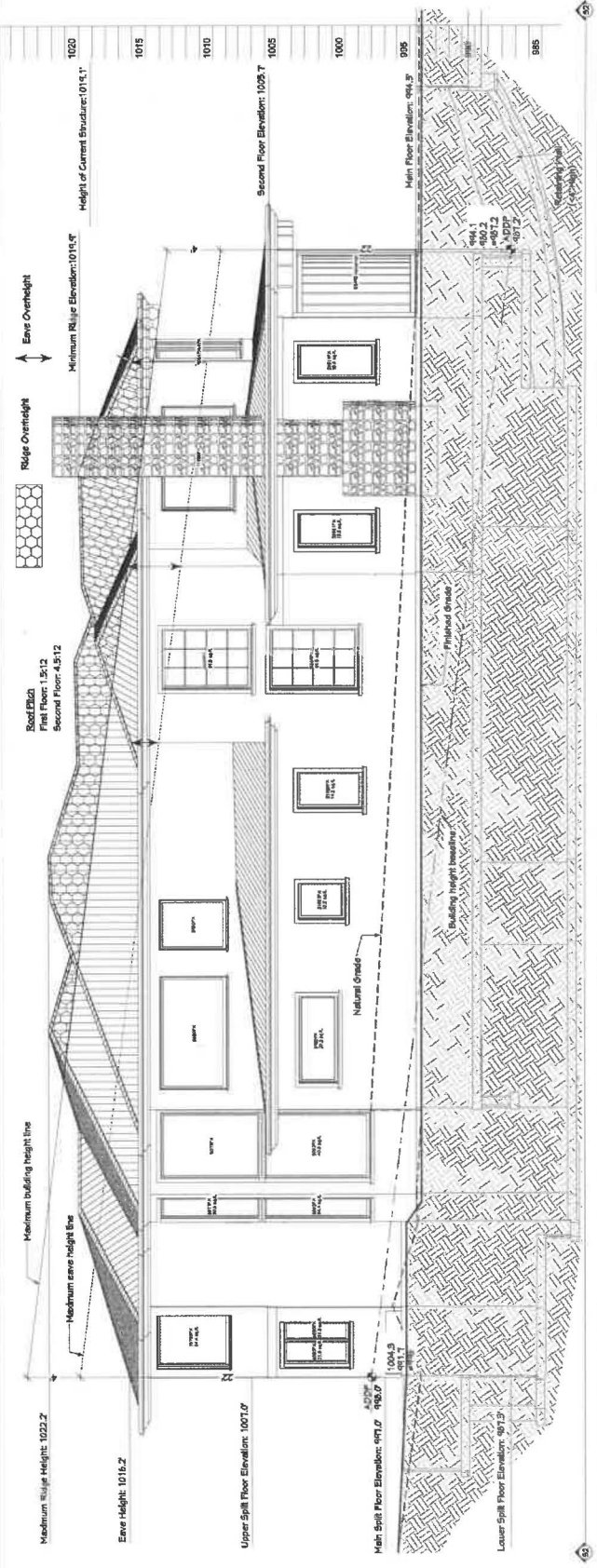
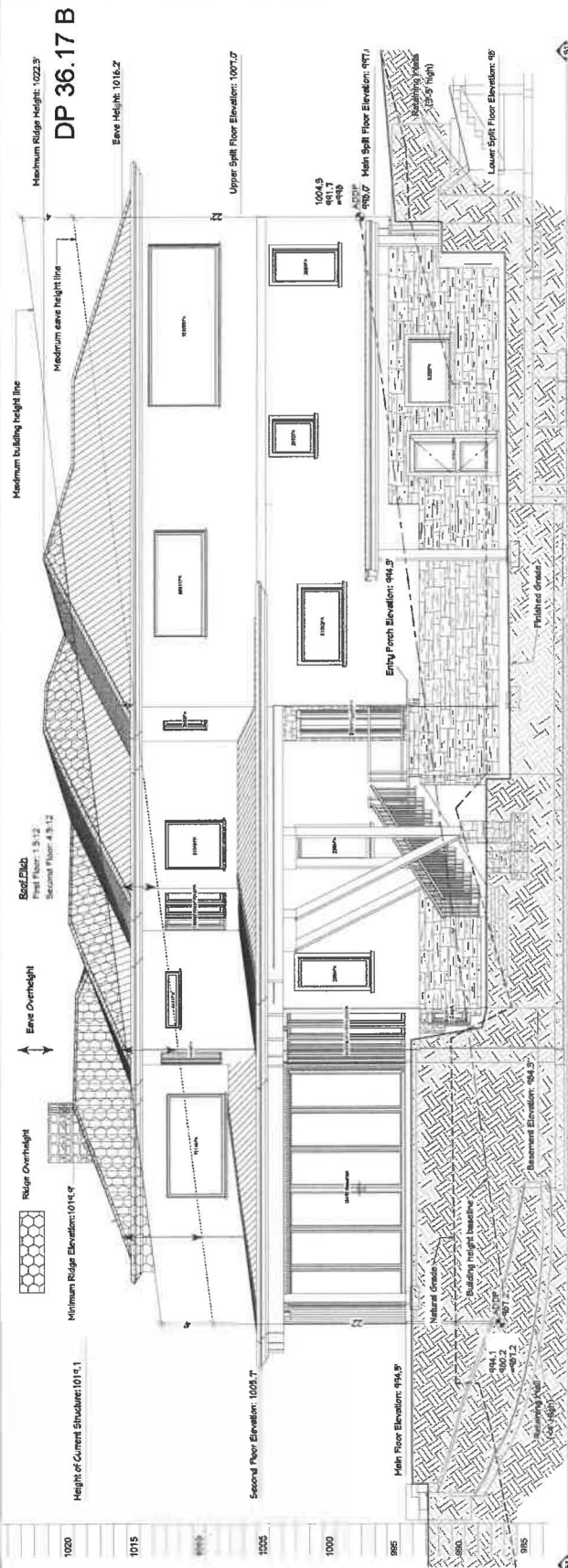
REVISION TABLE	REVISION DATE	REVISION DESCRIPTION

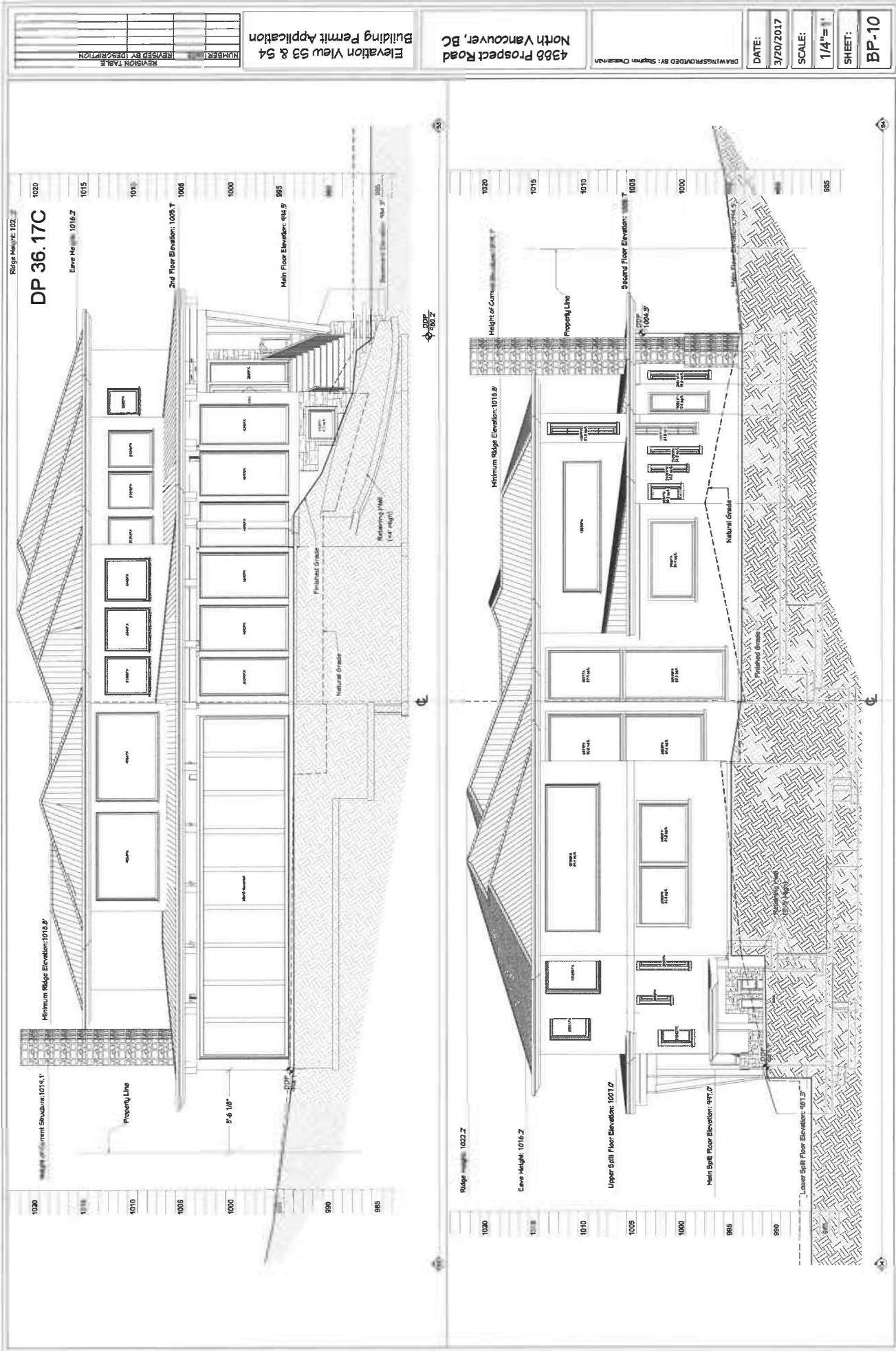
Elevation View 51 & 52
Building Permit Application

4388 Prospect Road
North Vancouver, BC

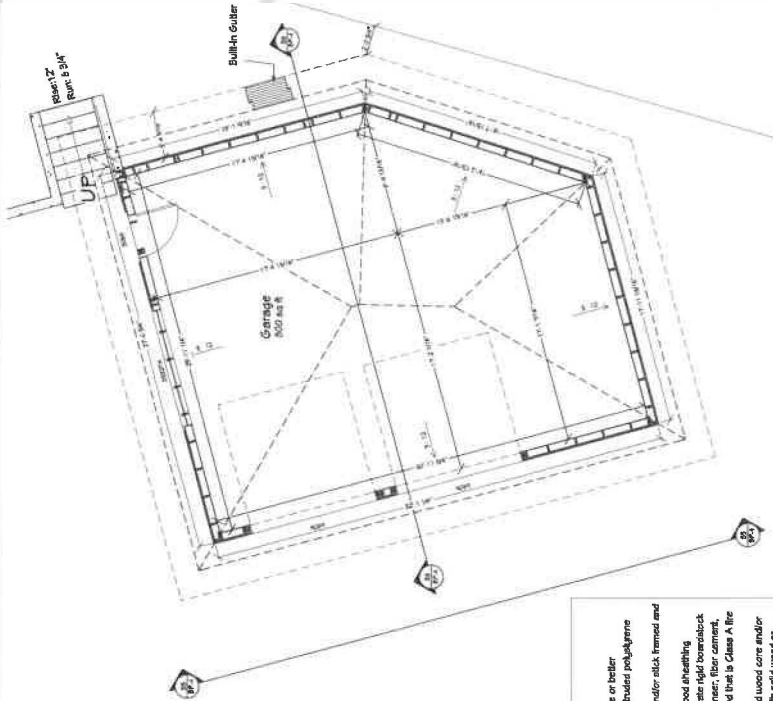
DRAWINGS PROVIDED BY: Stephen Chessman

DATE:	3/20/2017
SCALE:	1/4"=1'
SHEET:	BP-9

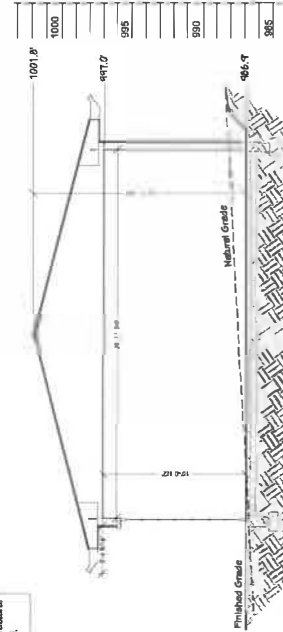




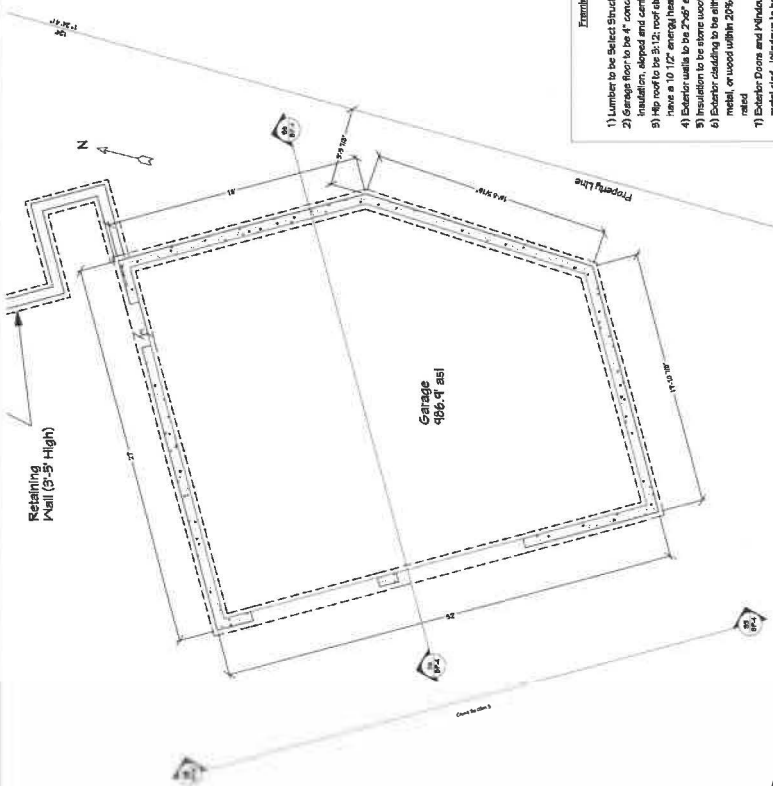
DP36.17D



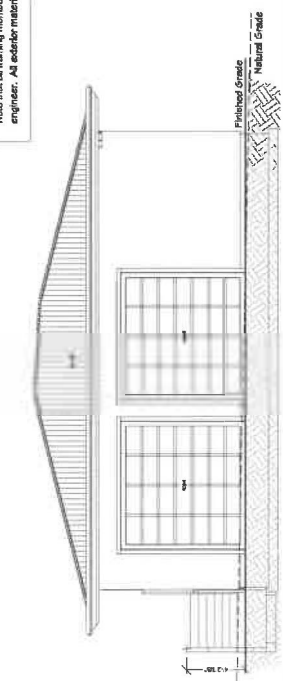
Wall Plan, Framing Indicated, Roof Plan



Section View



Foundation Plan



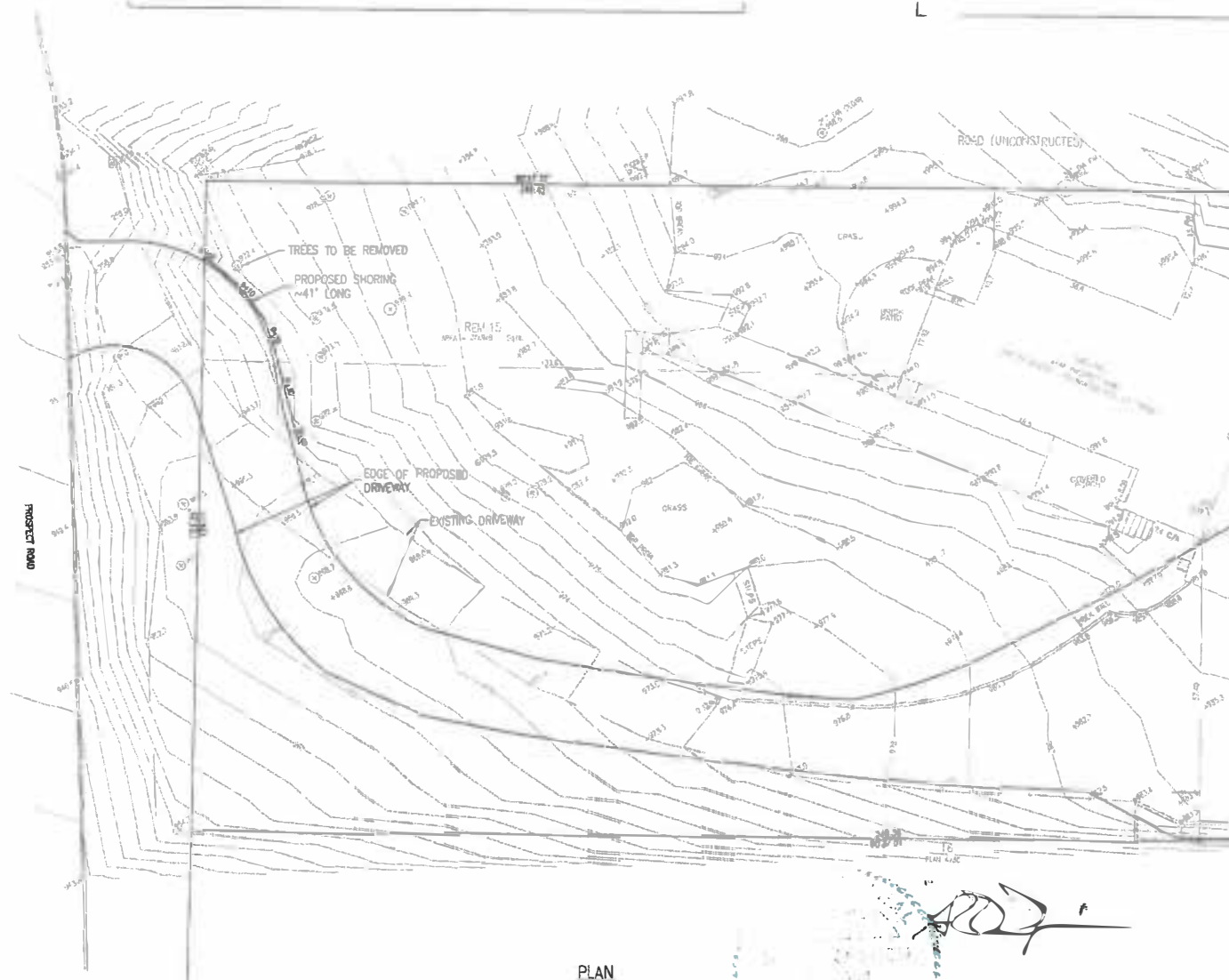
Elevation View

Framing and Metaleptic Notes:

- 1) Lumber to be Select Structural (SP, SPT No. 2, grade or better)
- 2) Damage from ice & concrete shall be ground over maximum polyethylene thickness, and then carrier repaired.
- 3) Lumber to be treated with preservative and either alkali treated and kiln dried or kiln dried.
- 4) Exterior walls to be 2x6 studs @ 24" OC. Sill plates something like a 10 1/2" x 12" x 12" treated @ 24" OC.
- 5) Insulation to be same used. Bermaplex, polyisocyanurate, rigid boardstock
- 6) Insulating to be either natural rubber balloon vermic, fiber cement, perlite, or wood shavings 20% exposed face area or wood that is Class A fire rated
- 7) Exterior Doors and Windows: Doors to be either solid wood core and/or metal clad. Windows to be double or triple glazed with double and/or aluminum frame and/or wood/aluminum/metal/metalless cladding
- 8) Roofing to be either metal, or composite material (Class A the safest), or asphalt shingles (if not solid glass, roof will be solid glass tiles (IV and/or Hauling). If not solid glass, roof will also support solar panels and solar thermal panels. Gutters to be solid zinc

Note that all framing members and separation to be approved by a structural engineer. All exterior materials to meet wildfire hazard DPA approval.

DP 36.17E



NOTES

- ALL LAYOUT BY OTHERS
- TREE REMOVAL AS DIRECTED BY OTHERS
- SHOTCRETE MINIMUM 8" THICK C/W 4x4 WWM
- ANCHORS TO BE FULLY GROUTED WITH 6" x 6" x 0.5" PLATES IMBEDDED IN SHOTCRETE
- NILEX WD-15 2' WIDE STRIPS AT 6' o/c CONNECTED TO WEEP HOLES AT BOTTOM OF WALL
- SHOTCRETE TO HAVE TROWEL FINISH
- PERMITS TO BE ACQUIRED BY OTHERS
- FILED REVIEWS REQUIRED DURING DRILLING AND PRIOR TO SHOTCRETING
- SERVICE RELOCATIONS REQUIRED
- SEE CREUS ENGINEERING DRAWINGS FOR FURTHER DETAILS.

GVH Consulting Ltd.

1102-6388 BAY STREET, WEST VANCOUVER, B.C. V7W 2G9
Ph: (604) 925-9102 Email: gvh9@shaw.ca

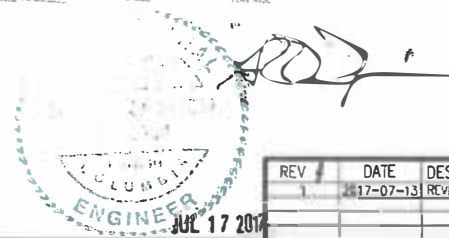
TITLE
**4388 PROSPECT ROAD
PROPOSED SHOTCRETE WALL**

REFERENCE: RANDOM LAND SURVEYING
PROJECT NO. 14017
DATE 2013-05-24

SCALE: AS SHOWN PROJECT: 17-009

DATE: 2017-03-05 DWG NO. G-1 REV. 1

REV	DATE	DESCRIPTION
1	2017-07-13	REVISED WALL LOCATION

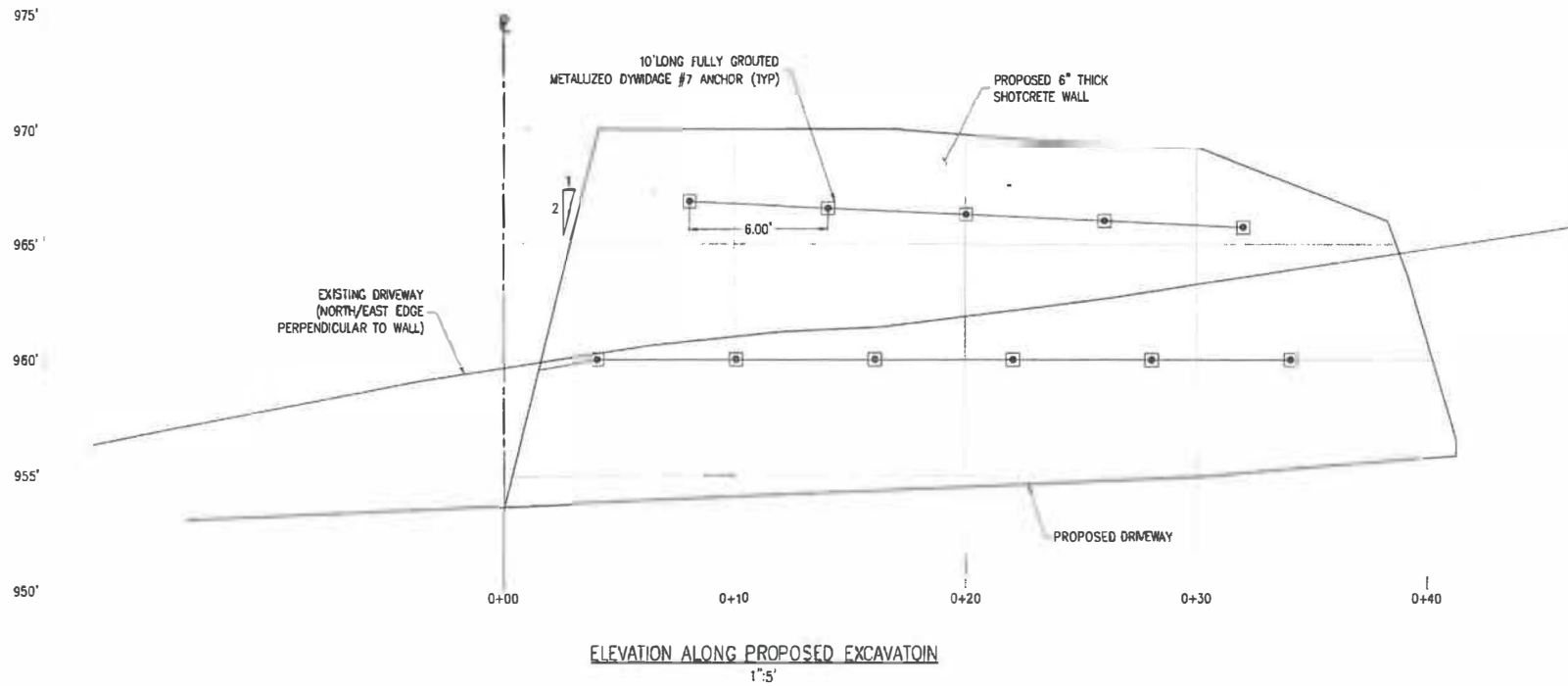


PLAN
1"=20'

LEGEND

EXISTING GROUND ELEVATION

PAPER SIZE 11x17



ELEVATION ALONG PROPOSED EXCAVATION
1"=5'




JUL 17 2017

GVH Consulting Ltd.			
#102-6388 BAY STREET, WEST VANCOUVER, B.C. V7W 2C9 Ph. (604) 925-9102 Email: gvh@shaw.ca			
TITLE		4388 PROSPECT ROAD PROPOSED SHOTCRETE WALL	
REFERENCE	ROADSIDE LAND SURVEYING		
PROJECT NO.	14017		
DATE	2013-05-24		
SCALE	AS SHOWN	PROJECT	17-009
DATE	2017-03-05	DWG NO.	G-2
		REV.	1

REV	DATE	DESCRIPTION
1	2017-07-13	REVISION WALL LOCATION

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>January 22, 2018</u>
<input type="checkbox"/> Other:	Date: _____


Dept.
Manager


GM/
Director


CAO

The District of North Vancouver REPORT TO COUNCIL

January 3, 2018

File: 05-1930-Grants/Sponsorships 2018

AUTHOR: Cristina Rucci, Social Planner

SUBJECT: 2018 Social Service Grants - Core Funded Agencies

RECOMMENDATION:

That Council approve a total budget of \$913,111 in annual core funding in 2018 to the agencies included in this report.

REASON FOR REPORT:

To outline the disbursement of annual core funded operating grants to Youth Outreach and Community Organizations.

SUMMARY:

In accordance with the District of North Vancouver's Youth Funding Policy (policies 10-5120-2 and 10-5120-3) and the Municipal Community Service Grants Policy (policy 5-1850-2), the District approves core operating grants as part of the annual budget. The 2018 core grants budget has been inflation-adjusted from 2017.

BACKGROUND:

The Municipal Community Service Grants Policy and the District of North Vancouver Youth Funding Policy were developed in the early 1990's as a way to recognize the role that non-profit organizations play in contributing to the well-being of the citizens of the Municipality and the improvement of their quality of life. This goal was reiterated through the OCP, Policy 6.3.1 which states that The District of North Vancouver has "facilitated the delivery of accessible community services and social programs to meet the current and future needs of all District residents" (Policy 6.3. of the OCP).

A description of each of the core funded agencies is included in the Analysis section below.

EXISTING POLICY:

District of North Vancouver Municipal Community Service Grants Policy, 5-1850-2 ([Attachment A](#)) and City and District of North Vancouver Youth Funding Policy, 10-5120-2, 10-5120-3 ([Attachment B](#)).

ANALYSIS:

The 2018 budget for the core grants is outlined in Table 1 below and includes an inflation adjustment of 2% from 2017. The section below provides a brief description of the organizations receiving core grants.

Youth Services (2018 Core Grant Budget = \$506,010)

Youth Outreach

Agencies serve to create relationships and opportunities that enable the development of youth to become meaningfully involved in their municipality and to be healthy and valued members of the community. The Youth Agencies allocate their funding into a number of different major service areas including: one-to-one and/or group work with at-risk youth, drop-in centre based work, improved coordination and multi-service planning, multi-culturalism and diversity, youth engagement, and community development.

The Youth Outreach Agencies, which include Norvan Boys and Girls Club, Capilano Community Services Society, North Shore Neighbourhood House (in Lynn Valley), and Parkgate Community Services Society, receive approximately 50% of their funding in January, with the balance to be allocated in July.

Hollyburn Family Services Society - Youth Safe House

Hollyburn Family Services Society, who operates the North Shore Youth Safe House, provides emergency residential services to homeless and at-risk youth. They support approximately 150 youth per year. The North Shore Youth Safe House is an example of a partnership model of service delivery for the District's most marginalized residents; homeless youth between the ages of 13-18 years. In addition to the annual operational funding provided by the District of \$10,000, the Federal and Provincial governments, private foundations, and individuals collectively provide approximately \$500,000 per year in operational funding needed to staff the safe house and provide support to the youth staying there. The District also provides the house to the Society through a community lease for \$1/year. The North Shore Youth Safe House is currently the only safe house in the Lower Mainland accessible to youth under 16 years of age without a social worker referral.

Community Services (2017 Core Grant Budget = \$407,101)

Child Services - North Shore Child Care Resource and Referral

The mission of the North Shore Child Care Resource and Referral Program is to promote programs and projects that enhance caring services and the quality of life for children and their families and provide a strong voice on behalf of childcare on the North Shore. The operating grant from the District of North Vancouver is used to support an Early Childhood conference, information sessions, library, diversity services, child care data and analysis, community development, and a range of other programs and services (e.g. parent referrals, professional development and training opportunities, equipment loans).

Family Services - Family Services of the North Shore

The Counselling Program at Family Services provides a broad range of services to children, youth, adults, couples, and families from a diverse array of ethno-cultural and economic backgrounds. These services include clinical counselling and employee assistance. The

operating grants and monies received through community grants are used for their Family Counselling program to ensure access to their services through a sliding fee scale, thereby eliminating cost as a barrier to service.

Senior Services - Silver Harbour Seniors' Centre Society

The mission of Silver Harbour Seniors' Centre Society is to inspire and enhance the physical and mental well-being of adults 55+ by providing social, creative, educational, and physical activities, focussing on volunteer participation. The Society is part of the North Shore Services to Seniors Coalition. Funding provided to Silver Harbour is applied towards general operations of the organization including maintenance, salaries, and outreach.

Community Services Operating Funding - Lynn Valley Services Society

The Lynn Valley Services Society operates Mollie Nye House as a welcoming, active place where Lynn Valley residents feel a sense of belonging and pride; where community volunteers help coordinate programs and services for seniors and others; and where preservation and use of the House and garden recognizes its historic place in the community and the contributions of the Nye family. The specific purpose of the House is to support, promote, and develop educational, social, and community services and programs at the House for all residents of Lynn Valley now and in the future and to create a place and opportunities for dialogue regarding issues of community interest in Lynn Valley.

Community Services Operating Funding - Capilano Community Services Society

Capilano Community Services Society provides low and no cost social and community services to youth and seniors in Lower and Upper Capilano. The new Lions Gate Community Recreation Centre is expected to be open in 2019 and the Society will be moving to the new facility at that time. The Society is working to develop enhanced services and programs to address the needs of this emerging community. The Society will be working with District staff and the North Vancouver Recreation and Culture Commission to ensure that social and community programming space is made available in the new facility. The Society will also continue to provide these services in Upper Capilano. The operational funding currently provided supports some of this work. The Society will require increased staffing capacity in the new facility and is working with District staff to develop a detailed business plan for operational funding for Council consideration in the next budget. This funding is expected to become part of a larger core grant operational budget request when the new facility opens in 2019.

Affordable Housing - North Shore Community Resource Society - Community Housing Action Committee

The mandate of the Community Housing Action Committee (CHAC) is to advocate for increased affordable housing stock, conduct research, facilitate partnerships to develop affordable housing, and to organize workshops on affordable housing challenges and solutions. CHAC members meet regularly with the Housing planners for each of the three North Shore municipalities and are provided updates on the work occurring in each municipality to address affordable housing challenges. In September 2016, North Shore Community Resource Society was granted \$10,850 for CHAC for three years, after which time the funding will be reassessed. Community Planning staff has worked with members of CHAC to develop a workplan for the Committee that will be reviewed annually.

Restorative Justice Services - North Shore Restorative Justice Society

The North Shore Restorative Justice Society was established in 1997 to promote and support restorative justice principles. Restorative Justice involves a balanced approach that addresses the needs of victims, communities, and offenders. The mission of the Society is to develop, promote, and provide restorative approaches to prevent and heal the harm caused by conflict and crime. The Society connects with affected individuals, families, and organizations to strengthen the diverse community. The Society provides four programs: the Restorative Response, Restorative Awareness Dialogue, Restorative Responses to Adult Abuse and Neglect, and Restorative Approaches in Schools. The Program has been core funded jointly by the City and District of North Vancouver since 1998 and the District of West Vancouver now also funds it. The funding supports the ongoing operations of the Society, including program development, training, and other activities.

Safety - North Shore Rescue

North Shore Rescue (NSR), originally formed in 1965 and incorporated in 1979, provides search and rescue response, public information and education, and emergency response support primarily, but not exclusively, to the three North Shore municipalities. The demand for the services provided by this organization, which is primarily volunteer run, has been increasing over the years. In 2010 the average activity was 80-90 tasks per year compared to more than 120 tasks recorded in 2015/2016 over the same period. Funding to NSR is tri-municipal, has previously included in-kind support and has remained relatively unchanged since 2006. The core funding provided by the District recognized the significant and ongoing operational and administrative needs associated with NSR's unique contributions to community safety.

Lookout Housing and Health Society Homeless Outreach Services

Lookout Housing and Health Society has completed the pilot project year for the Homeless Outreach Services initiative. The primary objective of the program is to assist homeless people on the streets and in the parks of the District in finding adequate shelter. This work is conducted cooperatively with District staff and other stakeholders to assist in helping homeless persons access resources such as food, clothing, medical service, mental health, and addictions rehabilitation, financial assistance, employment, and shelter/housing. While this is a core-funded item, it is for a two year period to allow for evaluation. At the end of that two year term, it will be reviewed and the effectiveness of the program will be evaluated.

	2018 Budget	First Instalment	Final Instalment
Norvan Boys and Girls Club	29,345	14,673	14,673
Capilano Community Services Society	125,429	62,715	62,715
North Shore Neighbourhood House	121,543	60,772	60,772
Parkgate Community Services Society	218,616	109,308	109,308
Hollyburn Family Services Society - Youth Safe House	11,077		11,077
Total Youth	506,010	247,467	258,544
Children - NS Childcare Resource and Referral	39,056		39,056
Seniors - Silver Harbour Centre Society	118,667	59,334	59,334
Family - Family Services of the North Shore	37,301		37,301
Restorative Justice - NS Restorative Justice Society	31,651		31,651
Community - Lynn Valley Services Society - Mollie Nye House	48,685	24,343	24,343
Community - Capilano Community Service Society	31,579		31,579
Affordable Housing – NS Community Resource Society - CHAC	11,291		11,291
Harvest Project	2,500		2,500
Safety - North Shore Rescue	66,371	33,186	33,186
Homeless Outreach Worker (Lookout Housing & Health Society)	20,000	10,000	10,000
Total Community	407,101	126,862	280,240
Grand Total	913,111	374,328	538,783

Table 1: 2018 Budget for Core Grants (including first and final instalments)

Accountability:

In support of their 2018 grant applications, agencies have provided their unaudited financial statements, proposed 2018 budgets, annual reports, goals and objectives for 2018, and accomplishments from 2017. Staff has reviewed these supporting materials and is satisfied that these agencies meet the District's accountability requirements.

Financial Impacts:

Core funded operating grants for youth and community services included in the 2018 budget total \$913,111. This amount has been inflation adjusted from 2017. The budget is scheduled for adoption by Council in February 2018. Finance staff will continue to disburse the budgets to the agencies in either one or two installments as noted in Table 1. Approval of the budget at this time will enable staff to issue the first instalment and still permit Council an opportunity for any adjustment to the total amount through the 2018 Budget process.

Social Policy Implications:

Providing support to non-profit organizations that create and define services prioritizing the overall health and vitality of District residents, achieves the policy goals as set out in the 'Social Inclusion and Well Being' section of the Official Community Plan. Of particular importance is the work these agencies do to assist and support the District's most vulnerable and marginalized populations.

Conclusion:

Staff has reviewed the reports and financial statements of the organizations receiving direct grants from the District of North Vancouver, and is satisfied these agencies meet the accountability requirements of the District's Budget process. Staff is confident the work being done as a result of the District's funding is critical to supporting all people living in the District of North Vancouver and serves to leverage additional funding from senior levels of government, as well as the private sector.

Respectfully submitted,


Cristina Rucci, Community Planner

Attachment A: Municipal Grants Policy 5-1850-2

Attachment B: Youth Funding Policies 10-5120-2 and 10-5120-3

REVIEWED WITH:

- ☐ Sustainable Community Dev. _____
- ☐ Development Services _____
- ☐ Utilities _____
- ☐ Engineering Operations _____
- ☐ Parks _____
- ☐ Environment _____
- ☐ Facilities _____
- ☐ Human Resources _____

- ☐ Clerk's Office _____
- ☐ Communications _____
- ☒ Finance  _____
- ☐ Fire Services _____
- ☐ ITS _____
- ☐ Solicitor _____
- ☐ GIS _____
- ☐ Real Estate _____

External Agencies:

- ☐ Library Board _____
- ☐ NS Health _____
- ☐ RCMP _____
- ☐ NVRC _____
- ☐ Museum & Arch. _____
- ☐ Other: _____



CORPORATE POLICY MANUAL

Section:	Finance	5
Sub-Section:	Grants	1850
Title:	MUNICIPAL COMMUNITY SERVICE GRANTS	2

POLICY

The *Local Government Act* authorizes the Council to grant monies "to any organization deemed by Council to be contributing to the general interest and advantage of the municipality" (section 176 1(c)).

REASON FOR POLICY

The Council recognizes that community non-profit organizations contribute to the well being of the citizens of the Municipality and to the improvement of their quality of life, and that financial support by Council may effectively promote additional funding from other sources.

AUTHORITY TO ACT

Retained by Council

PROCEDURE**1.0** Criteria for Grant Applications

Groups applying for grants must

- 1.1 meet the guidelines of section 176.1 (c) of the *Local Government Act*;
- 1.2 offer services to the citizens of the District of North Vancouver and justify the need for that service;
- 1.3 show evidence of on going, active volunteer involvement;
- 1.4 present proof of financial responsibility and accountability; and
- 1.5 be seen to be seeking monies from other funding sources, or contributing their own funds to the project.

It should be noted that program supplies are eligible for funding, but capital equipment and building costs are not eligible for community grants.

2. Applications

- 2.1. Application Form - The application form supplied by the Municipal Clerk must be utilized by all applicants for grants.
- 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 grant application will not be considered.
- 2.3. Deadline - The deadline of January 31 for applications in any year shall be strictly adhered to. Applications received after that date at any time throughout the year will only be considered if they meet the criteria under Section 2.4

2.4. Funding Requests throughout the Year - Funding requests received after the January 31 deadline will be considered if they meet the following conditions:

- 2.4.1. the application meets the community grants criteria as outlined in Section 1.0 of this policy;
- 2.4.2. the requirement for funding was not reasonably foreseeable at the date of the deadline for community grants for the current period;
- 2.4.3. adequate justification is provided for not meeting the deadline for community grants for the current period.
- 2.4.4. the requirement is not for sport and/or recreation travel grants; and
- 2.4.5. a community grant application form is completed.

Staff will review applications and provide recommendations to Council.

2.5 Material to Council - will receive the recommendations of the Community Services Advisory Committee; additional material, including completed applications, will be forwarded if Council specifically requests it.

3.0 Publication of District Grant Process and Criteria

3.1 The District Grant Process and Criteria will be publicized by posting a notice and placing an advertisement in the press each November advising the Community of the Grant process and criteria and any grant priorities consistent with Council policies.

3.2 Grants disbursed on a yearly basis will be publicized at the conclusion of the grant process.

4.0 Acknowledgement of District Grants

4.1 All recipients of grants from the District of North Vancouver are required to publicly acknowledge such donations.

4.2 This information is to be communicated to all beneficiaries, either in a local North Shore newspaper or through a letter, as well as, if applicable, in a prominent location in their publication.

5.0 Return of Unspent Funds

5.1 In the event that the funds are not used for the project or programs as described in the application, or if there are misrepresentations in the application, the full amount of the financial assistance may be payable forthwith to the District of North Vancouver.

5.2 If there are any changes in the funding of the project from that contemplated in the application, the District will be notified of such changes through the Community Planning Department.

5.3 Any unspent funds must be returned to the District at the end of the year or within 60 days of the completion of the project or event.

5.4 Where multiple sources of funding are received, any unspent funds will be returned pro rata to those contributing organizations that require refunds of grants.

6.0 Accountability

- 6.1 Accountability forms describing how the grant was spent must be signed by two officers of the society, and submitted to the District by December 31st of each year or within 30 days of completion of the project or event, except where the society is applying for a grant for the current year, in which case they will complete the accountability section of the application form and submit no later than January 31st of the grant year for which they are applying.
- 6.2 When applying for a municipal grant, 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.
- 6.3 When applying for a municipal grant, the signing officers of the organization will provide written acceptance of the conditions as outlined in Sections 3.0 through 6.3 of the Municipal Grants Policy 5-1850-2.

Approval Date:	March 1, 1982	Approved by:	Policy & Planning Committee
1. Amendment Date:	April 15, 1991	Approved by:	Policy & Planning Committee
2. Amendment Date:	July 22, 1991	Approved by:	Policy & Planning Committee
3. Amendment Date:	March 9, 1992	Approved by:	Policy & Planning Committee
4. Amendment Date:	January 9, 1995	Approved by:	Special Executive Committee
5. Amendment Date:	August 14, 1995	Approved by:	Executive Committee
6. Amendment Date:	December 11, 1995	Approved by:	Regular Council
7. Amendment Date:	June 21, 1999	Approved by:	Regular Council
8. Amendment Date:		Approved by:	

**CORPORATE POLICY MANUAL**

Section:	Social and Community Services Planning	10
Sub-Section:	Youth Services	5120
Title:	CITY AND DISTRICT OF NORTH VANCOUVER MUNICIPAL YOUTH POLICY	1

MUNICIPAL YOUTH SERVICES POLICY VISION STATEMENT

"To create relationships and opportunities that enable the development of youth to become meaningfully involved in the life of the municipality and to be healthy, engaged and valued members of the community."

POLICY

- 1. The City and District of North Vancouver endorse the concept of inter-agency co-ordination of services for youth.**
- 2. The City and District of North Vancouver hold that youth should have the right to full and due consideration and should be provided with opportunities to develop emotionally, mentally, morally, spiritually, physically and socially, and in conditions of responsibility. Towards this end, the Municipalities are committed to ensuring, as a paramount consideration, that the provision of opportunities and services meets the best interests of youth.**
- 3. To continue to provide assistance with coordination and planning in municipally based youth services in partnership with service providers, community agencies, residents and other levels of government.**

REASON FOR POLICY

The increasing involvement with community-based youth services has produced a need for the North Vancouver municipal governments to set policy which clarifies the role of local government. Such policy should aim to support the continuance of preventative youth services through identifying and endorsing specific elements of the youth services delivery system. Given the importance of such services preventing the escalation of youth problems, a municipal policy on youth should be supportive of the philosophy and objectives of existing community-based youth services. Furthermore, a municipal policy on youth is needed to ensure and enhance the effective use of finite resources by providing a focus for the future development of youth services and local government participation.

AUTHORITY TO ACT

Retained by Council

PROCEDURE

1. GOALS

- 1.1. To develop a system that facilitates the provision of community-based youth services focussing on youth engagement and involvement.
- 1.2. To encourage youth participation and advocacy;
- 1.3. To develop a comprehensive directory of youth services

2. In order to achieve the Goals and Objectives of the Municipal Youth Policy, the City and District of Vancouver will undertake the following:

- 2.1. Provide for core funding to designated non profit organizations to plan and facilitate community-based youth services as per their Service Agreements (and related Annual Civic Youth Services Work Plan);
- 2.2. To assign staff oversight of the youth services program to a Social Planning designate.
- 2.3. Any other actions deemed appropriate by Staff and/or Council.

Approval Date:	November 18, 1992	Approved by:	City of North Vancouver
Approval Date	October 28, 1991	Approved by:	DNV Policy & Planning Committee
2. Amendment Date:	December 11, 1995	Approved by:	Regular Council
3. Amendment Date:	November 3, 2008	Approved by:	Regular Council



CORPORATE POLICY MANUAL

Section:	Social and Community Services Planning	10
Sub-Section:	Youth Services	5120
Title:	CITY AND DISTRICT OF NORTH VANCOUVER FUNDING POLICY: OUTREACH YOUTH SERVICES - FUNDING	2

MUNICIPAL YOUTH SERVICES POLICY VISION STATEMENT

"To create relationships and opportunities that enable the development of youth to become meaningfully involved in the life of the municipality and to be healthy, engaged and valued members of the community."

POLICY

The City and District of North Vancouver are committed to the development of a co-ordinated system of community-based youth services to meet the best interests of youth in North Vancouver. In particular, the municipalities recognize their responsibility in providing adequate core funding to ensure that each youth program is able to effectively perform its mandated responsibilities. The North Vancouver Recreation Commission also has an integral role in providing recreational services to youth.

The Recreation Commission is involved in short and long-term planning, coordinating and partnering in the provision of youth services (recreational, social, artistic and overall health and well-being). The Recreation Commission collaborates with the non-profit societies in providing space at recreation and community centres including the provision of youth centres, and other activity and programming space; assisting with staffing and program planning.

The Statement of Principles section of this policy outlines the principles which will guide the municipal funding of youth services. This section also outlines a set of principles to guide the delivery of municipal youth services, particularly outreach and centre-based youth work¹. The policy also sets out, in the Guidelines for Municipal Support section, at what level municipal funding will be provided. The policy recognizes that youth services are being offered along a continuum from front line youth workers to drop-in centres and as such the responsibilities and obligations of the organisations are defined. Finally, the Application Procedure section outlines the criteria that outreach and centre-based youth programs must meet in order to qualify for municipal funding.

While being a joint policy between the City and District of North Vancouver, each municipality will be expected to only provide funding to those agencies providing services within their respective jurisdictions unless otherwise agreed. All applications for funding for outreach and centre-based youth services are subject to the availability of municipal funds and an assessment of the need for the service proposed.

REASON FOR POLICY

To provide adequate funding to ensure that municipal youth programs are able to effectively perform their mandated responsibilities.

AUTHORITY TO ACT

Retained by Council.

¹ The municipalities support other programs and activities which fall under other funding mechanisms and are part of the overall Civic Youth Strategy for each Municipality. Examples may include North Shore Youth in Film, Civic Youth Awards, Youth Week and specific project grants.

1. STATEMENT OF PRINCIPLES

1.1. Municipal Funding for Youth Services:

- 1.1.1. **Equitable:** Municipal funding will strive to be equitable in terms of the level of support for services across outreach youth programs. Core funding may be provided for outreach youth services which offer either social services or other services that meet the needs of “at risk” or potentially at-risk youth.
- 1.1.2. **Secure:** Municipal funding will be ongoing and stable subject to the availability of funding.
- 1.1.3. **Fair:** The amount of municipal funding will be a fair proportion of core operating expenses for youth outreach services.

1.2. Outreach Youth Service Delivery:

- 1.2.1. **Scope:** Outreach youth workers provide flexible opportunities for youth to receive support, assistance and referrals on a fairly immediate basis. They work both in the schools and in the community and are focused on meeting with youth where the youth are. Youth outreach workers provide opportunities for youth leadership, community engagement and skill development. Youth Outreach Workers work one-to-one with at-risk youth and youth potentially at-risk and also provide small group and classroom instruction. Outreach youth services fall under the District and City of North Vancouver's Civic Youth Strategy and include five major areas of focus:

- 1.2.1.1. **Youth Engagement, Community Development and Additional Resources:** Includes a community development approach to youth engagement and the ability to secure other funding to supplement municipal dollars in order to enhance the continuum of youth services; and

- 1.2.1.2. **Community Based One-to-One, and Group Based Work with At Risk Youth:** Includes client centered work with a diverse population of youth. The work includes pre-teens (10-12 years) teens (12-18 years) and youth transitioning into adulthood (19-24 years) – these age groups are inclusive of pregnant and parenting teens, homeless, at-risk and potentially at-risk youth; and

- 1.2.1.3. **Recreation and Social Opportunities and Drop In Centre Based Work:** Includes youth centre-based and recreation-oriented work designed to build trust and rapport among youth with the opportunity for more one-to-one work if needed; and

- 1.2.1.4. **Improved Coordination, Multi-Service Planning and Streamlined Referral Processes:** Includes a focus on case management, participation of core funded agencies at community networking tables/committees and a continued effort to improve referrals to and from youth serving organizations and ministries; and

- 1.2.1.5. **Multiculturalism and Diversity:** Includes a focus on youth outreach staff hiring policies that reflect the diversity of the community, efforts to engage with diverse youth and training programs that include diversity as part of the professional development of youth workers.
Inherent in these priorities is a focus on working with youth and family members including:

- individual advocacy for youth at risk, and for youth who are potentially at risk, and more broadly, advocacy for youth as a whole;
 - support to parents and families of youth at risk, or of youth who are potentially at risk.

1.3. Relationships to Local Communities:

Outreach youth services should be:

- delivered in a locally-based manner (for example: staff working out of local offices, promoting the use of existing resources, and relating to other local services and locally-based staff);

- accountable and responsible to the local community (for example: through an annual youth forum, local youth services and advisory committees);
- supported by the local community (for example: volunteers, local advisory committees, and business supports and funders); and
- managed and owned by the local community by having the youth outreach staff employed by a locally-based agency². This approach is based on the belief that community development is an integral part of youth services, and that this work needs to be taken on primarily by local citizens and community groups. Having youth services directly tied to a locally-based agency provides an environment where community development and engagement occurs organically.

1.4. Accessibility:

Outreach youth services should be fully accessible to:

- all youth in the area served, particularly those at risk, and those who are potentially at risk;
- all youth in North Vancouver³;
- First Nations youth, and youth from other cultural groups; and
- local citizens, parents, and families in the sense that the service and staff should be easily identified.

1.5. Working Conditions:

In order to be effective, Youth Workers need:

- local physical space to work out of;
- an adaptable, supportive and stable organization to work for; and
- adequate training and professional supervision.

1.6. Relationships to Other Youth Serving Agencies:

- Good working relationships with individual staff of other youth serving agencies, and good working relationships at the organizational level, must be developed.

1.7. Flexibility and Adaptability:

- Youth services, both individually and together, need to be managed so that there is both flexibility and adaptability in the youth service system.

2. DEFINITIONS

The following definitions relate specifically to this policy:

- 2.1 "At Risk Youth" includes youth between the ages of 10 - 24 who may experience, or who may potentially experience significant difficulties in terms of behaviour, substance abuse, dysfunctional relationships, and/or criminal involvement. It also includes youth who are in danger of physical and psychological abuse.
- 2.2 "Potentially At Risk Youth" conveys the concept that any youth given a particular situation may be at-risk and that given the tumultuous time of adolescents and the existence of societal issues such as divorce, death, moving, substance abuse that any youth should be made to feel welcomed by the municipal youth service program with consideration of the agencies' work plan as specified in Section 1.2.1.
- 2.3 "Community Based Services" includes social, recreational, educational and cultural services provided by non-profit societies located in the City and District of North Vancouver.

² In a new "community", the need for an outreach youth service program may arise from a youth service need, or from a broader community concern with youth issues. See Section 6.1 for eligibility criteria.

³ Outreach youth workers are able to serve youth both from their own local communities and from other parts of North Vancouver only when there is a need for specialized services and when a youth specifically requests an outreach worker not in their catchment area.

- 2.4 "Core Funding" includes the costs necessary to maintain employee positions: salary and benefits and an additional percentage of those costs for program expenses and administrative support.
- 2.5 "Youth Services/Program" includes preventative, intervention, therapeutic social, recreational and cultural services targeted to "at risk" and potentially "at risk" youth.
- 2.6 "Outreach Youth Worker" is the term used in accordance with the standardized job description adopted by the youth service organizations employing youth workers. This includes employees whose primary responsibility is to actively seek out at risk youth in order to provide counselling, mediation and referrals to existing community resources for them and their families.
- 2.7 "Centre Based Youth Worker" is a term used in accordance with the standardized job description adopted by the youth service organizations employing youth workers and the North Vancouver Recreation Commission. This includes employees whose primary responsibility is to staff the youth centres, providing safe, affordable, accessible and enriching programs and activities for youth. Centre workers will refer a youth that they assess as having troubles to a youth outreach worker for case management. The primary purpose of a youth centre (often referred to as a youth lounge) is the provision of youth services (i.e. they need to feel and look like a place that teens and pre-teens would like to be not day camp space).
- 2.8 "Recreational and Social Opportunities" may include sports, drop-ins, youth groups, community outings, camping programs, cultural programs, videos, games and other leisure activities.
- 2.9 "Social Services and Community Support" are services provided by outreach youth workers including counselling and referrals, the provision of information, life skills training and other services to meet the special needs of at risk youth and potentially at-risk youth. Social assistance is broadly defined by the Federal government as "aid in any form to or in respect of a person in need".
- 2.10 "Community Development and Engagement" means a commitment to the values of empowerment in providing services to youth, the development of new services for youth, community problem solving around youth issues, and active youth involvement of the community (e.g. local advisory committees, volunteers, funders) in youth services.
- 2.11 "Financial Responsibility" means that a Society maintains proper accounting procedures and submits financial statements on a yearly basis to the municipality.

3. GOALS

The goals of this policy are to:

- 3.1 Provide policy-governed procedures for allocating City and District of North Vancouver funds to community based agencies providing youth programs.
- 3.2 Endeavour to ensure that funding provided by the City and District of North Vancouver is allocated in a fair and transparent manner.
- 3.3 Provide guidelines for the implementation of the Funding Policy.

4. RESPONSIBILITIES

4.1 City and District of North Vancouver:

- 4.2.1. The City and District of North Vancouver will be responsible for the implementation and maintenance of this policy.
- 4.2.2. The municipalities may provide core funding for outreach youth services to youth at risk.
- 4.2.3. The municipalities will develop guidelines for ongoing accountability and will ensure that the community based agencies are aware of these guidelines.

4.2 Community Based Agencies:

- 4.2.1. Based on the agreed upon yearly work plan developed cooperatively with the youth serving agencies and the municipalities, the agencies will be responsible for those

activities and services identified. The agencies will be responsible for program development, staff supervision and administrative functions. In addition the agencies will be responsive to municipal needs related to public concerns and requests.

4.2.2. These agencies will be responsible for obtaining any additional funding required to operate the program which best suits their community's needs.

4.2.3. These agencies will be financially and administratively responsible for ensuring accountability in all facets of their operation.

5. GUIDELINES FOR MUNICIPAL SUPPORT TO YOUTH PROGRAMS

5.1. Funding:

5.1.1. The City and District of North Vancouver may provide core funding for community based services which provide either social services or other services that meet the needs of "at risk" youth. The amount of funding provided will meet core staff requirements and be subject to the availability of funding and assessment of the need.

5.1.2. The City and District of North Vancouver may provide additional funds to a community-based service which proposes to operate a new youth outreach program filling a community need for which "developmental money" is required.

5.1.3. Salaries and benefits will be determined by the sponsoring agency consistent with standards agreed to by the agencies. The amount of funding provided will take into account the salary level submitted by each non-profit society along with eligibility criteria, set forth in this policy.

5.1.4. Funding may be revoked by the City and the District of North Vancouver if the youth program or sponsoring agency ceases to meet the goals and eligibility criteria as set forth in this policy.

5.2. Federal and Provincial Funding:

5.2.1. Municipalities will be supportive in assisting agencies in accessing provincial and federal funding to enhance the continuum of services for youth.

5.2.2. The agencies will similarly be supportive of the municipalities accessing any additional resources or possible reimbursements for the provision of social and community services.

5.2. Indirect Support:

5.2.1. In addition to financial support, the City and District of North Vancouver may also support youth services by leasing municipally owned buildings to the non-profit society providing the program. Such leases will be consistent with all current municipal community lease policies and procedures.

6. APPLICATION PROCEDURE

6.1. Eligibility Criteria:

To qualify for municipal funding, youth programs must meet the following criteria. They must:

- 6.1.1. be sponsored by a community-based organization incorporated as a non-profit society, if they are not a non-profit society themselves;
- 6.1.2. work closely with existing community resources and services;
- 6.1.3. serve youth who are residents of North Vancouver;
- 6.1.4. provide specific programs or opportunities to meet the needs of "at risk" or potentially at-risk youth in their particular community (the City and District of North Vancouver will not fund a new youth program in cases where an existing service could satisfactorily meet the need);
- 6.1.5. justify the need for the youth program;
- 6.1.6. encourage volunteer involvement;
- 6.1.7. be seeking or receiving funding from other sources;
- 6.1.8. encourage youth involvement;

- 6.1.9. provide adequate professional supervision for all youth worker staff; and
- 6.1.10. demonstrate that linkages are being developed and maintained with front line staff in other youth serving agencies, organizations, departments, and other levels of government.

6.2. Accountability

- 6.2.1. Sponsoring societies must demonstrate accountability to the community and residents being served through such measures as the following:

- 6.2.1.1 broad representation on the board of directors;
- 6.2.1.2 consulting with youth advisory committees;
- 6.2.1.3 consulting with community and user groups; and
- 6.2.1.4 ensuring youth involvement in the planning and delivery of services (such as an annual youth forum).

- 6.2.2. Outreach youth programs must also provide regular statistical information that reflects the five major service areas as outlined in this policy in Section 1.2.1. Reports should be submitted to the municipal Social/Community Planning Department and should include the following information:

- 6.2.2.1 a description of programs and activities;
- 6.2.2.2 the demographics of youth served by each service;
- 6.2.2.3 a description of trends and needs for at-risk youth; and
- 6.2.2.4 results from the annual youth forum (or alternate form of meaningful youth involvement as related to input into the delivery of youth services as agreed by the municipality).

- 6.2.3. Sponsoring agencies must demonstrate financial accountability of the agency, by submitting the latest financial statement (statement of revenue and expenditures, statements of assets and liabilities) to the municipality.

6.3. Conflict of Interest:

The sponsoring society shall be subject to the regulations outlined in the British Columbia Society Act and the Federal Income Tax Act (where applicable) with respect to conflict of interest policies.

6.4. Funding Disbursements:

Core funded youth agencies whose applications are approved will receive funding for youth programs in semi-annual instalments as per the following:

- a) the municipality will provide half of the previous year's grant allocation in January; and
- b) the balance of the amount to meet the current year's funding request following approval by Council of the annual budget.

Approval Date:	October 19, 1992	Approved by:	City of North Vancouver
Approval Date	October 27, 1992	Approved by:	District of North Vancouver
1. Amendment Date	June 20, 1994	Approved by:	Executive Committee
2. Amendment Date	December 11, 1995	Approved by:	Regular Council
3. Amendment Date	November 3, 2008	Approved by:	Regular Council

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>JANUARY 22 / 2018</u>
<input type="checkbox"/> Other:	Date: _____

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

January 12, 2018
File: 13.6770

AUTHOR: Sarah Dal Santo, Section Manager Policy Research

SUBJECT: Community Energy and Emissions Plan - Phase 1 Progress Report

RECOMMENDATION:

That the January 12, 2018 report entitled Community Energy and Emissions Plan - Phase 1 Progress Report from the Section Manager, Policy Research is received for information.

REASON FOR REPORT:

This report provides Council with an update on the project phases and proposed engagement for the Community Energy and Emissions Plan (CEEP), and work completed to date.

SUMMARY:

The District has begun work to develop a District-wide Community Energy and Emissions Plan (CEEP) that will guide long-term planning and coordinated actions towards reducing our community's collective contribution to climate change and becoming a more energy efficient community. The CEEP is a climate mitigation plan that will work alongside the Climate Change Adaptation Strategy and the District's (Corporate) Strategic Energy Management Plan to form a comprehensive climate action strategy for the District that is supported by, and is supportive of, other key municipal, regional, and provincial plans and programs.

The project to develop the CEEP is currently nearing completion of Phase 1 - Inventory and Situational Analysis. This phase will result in a community profile of current and projected community energy use and greenhouse gas (GHG) emissions. The subsequent Modelling and Target Setting (Phase 2), Implementation and Monitoring (Phase 3), and Final Reporting (Phase 4) will be completed in Q2-Q4 2018. The CEEP process includes a series of opportunities for public, stakeholder, interdepartmental staff, and Council engagement at key milestones.

BACKGROUND:

In May 2017, a staff information report (Attachment 1) informed Council of a grant opportunity through the Federation of Canadian Municipalities (FCM), for which staff submitted a funding application. FCM's Municipalities for Climate Innovation Program (MCIP) is a five-year, \$75-million program designed to encourage Canadian municipalities to better prepare for, and adapt to, the new realities of climate change and to reduce GHG emissions. The program is delivered by FCM and is funded by the Government of Canada.

In October 2017 an FCM funding announcement presented confirmation that, among several municipalities nation-wide, the District had successfully been awarded significant funding to develop a CEEP. Initial funding partnerships with BC Hydro and Vancouver Coastal Health were instrumental in helping to leverage the FCM grant for the CEEP project.

In late September 2017, the District engaged the services of a qualified consulting team with extensive planning, emissions and energy modelling, policy analysis, communications, and engagement skills to conduct the development of the CEEP. The project is being led by Integral Group with support from Nelson Nygard (transportation), Happy City (community health), Licker Geospatial (community energy mapping), and Glave Communications (communications and engagement).

Primary goals for the CEEP are to:

- develop a refined set of targets, and identify actions to meaningfully reduce our community contribution to climate change and advance progress towards a more energy efficient community that reduces reliance on fossil fuels;
- help strengthen integration of climate actions into municipal programs and decision making; and
- increase community awareness and inspire innovation on climate action.

The following additional expectations for the CEEP reflect both District of North Vancouver and other partner agency interests:

- achieve Milestone 3 of the ICLEI (International Council for Local Environmental Initiatives) Partners for Climate Protection (PCP) climate change action milestone steps. (The District currently sits at PCP Milestone 1)
- identify a strategic pathway for advancing towards net zero ready buildings by 2032, per the new BC Energy Step Code, and
- offer a unique community health lens - examining potential health impacts/costs/benefits from the suite of climate actions, and finding solutions that will improve social well-being, connectedness, and economic security.

EXISTING POLICY:

The Official Community Plan (OCP) includes objectives to become a more energy efficient community that reduces its GHG emissions and our dependency on non-renewable fuels while adapting to climate change. Policy 10.1.4 supports working with other levels of government, energy providers, and the business community to facilitate emissions assessments and to develop energy and GHG reduction strategies. The OCP also includes a community target of a 33% reduction of GHG emissions by 2030 (from 2007 levels). The CEEP will examine this target in consideration of ongoing changes in our community and commitments to address climate change.

Development of a CEEP is also supported by priority # 10 in the District's Corporate Plan: "Take Action on Climate Change by reducing greenhouse gas emissions and developing a Climate Change Adaptation Strategy". The Corporate Plan also acknowledges the need for

strategies to mitigate and adapt to climate change impacts, and to consider energy conservation and GHG reduction in decision making.

The CEEP will complement the District's (Corporate) Strategic Energy Management Plan and the Climate Change Adaptation Strategy to form a comprehensive climate action strategic approach for the District that is supported by other key municipal plans and programs.

With a long-term planning horizon to 2015, the CEEP will provide an important road map to inform future community and infrastructure planning and decision making.

ANALYSIS:

This section describes the CEEP project phases, proposed engagement and current progress.

CEEP Work Plan Phases

The CEEP work plan involves four (4) key phases as outlined in Figure 1 below.

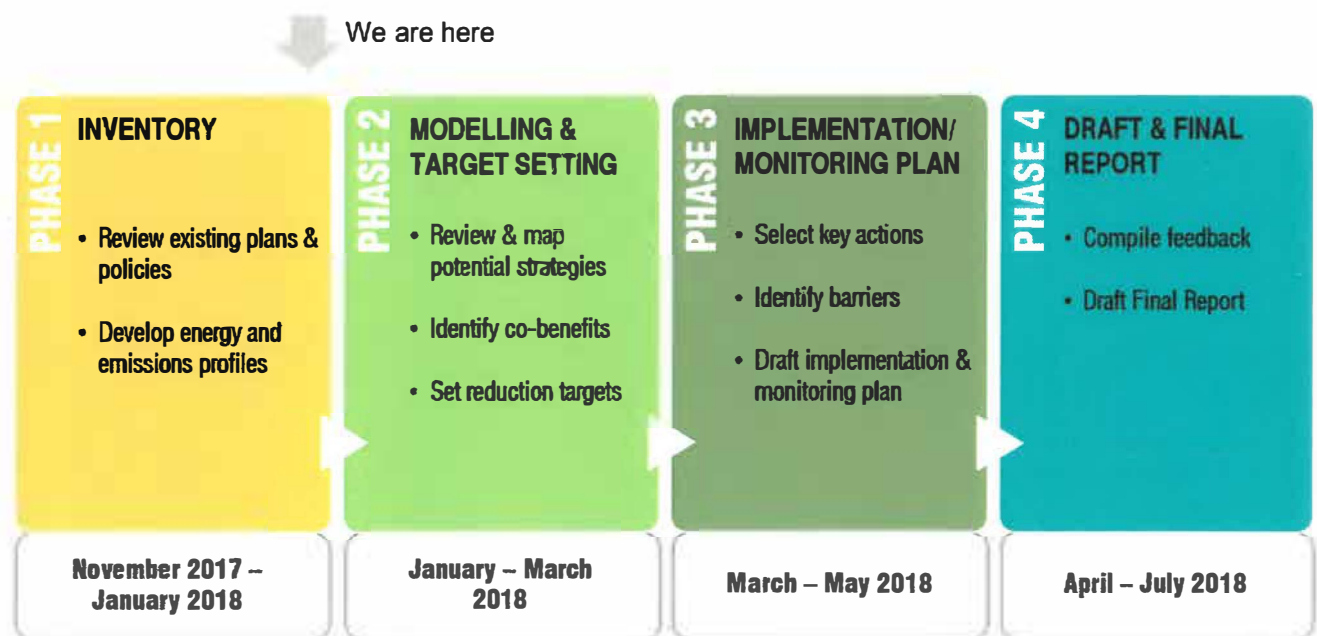


Figure 1. CEEP phases of work and project timelines

Phase 1 involves gathering data on energy and emissions, and current municipal plans and programs to build a comprehensive community energy and emissions profile for the District. Forecasted growth and changing energy uses will be modelled to establish energy and emissions projections to 2050. Ambitious, yet achievable community targets will be identified in Phase 2. Community energy mapping, modelling and triple bottom line analysis tools will be used to assess the relative benefits of potential climate change actions. In Phase 3, climate change actions will be refined and prioritized to inform a proposed implementation and monitoring plan. The CEEP process will explore climate actions across key community sectors - land use, buildings, transportation, energy, and waste. CEEP actions have the potential to increase community resiliency to rising energy costs and to promote overall community health and liveability – all while minimizing our contribution to climate change. In Phase 4, interim

deliverables from the previous phases will be summarized into a draft and then into a final CEEP for Council's consideration.

CEEP Engagement

Beginning with the launch of the CEEP project on the District's website in Q1 2018, the CEEP will provide opportunities for communication and engagement on the project at key milestones throughout all phases. Figure 2 below provides a summary of the proposed CEEP engagement process. Recognizing the need for broad, multi-disciplinary input to help shape and ensure the success of the CEEP; the engagement strategy ensures that community, stakeholders, interdepartmental staff, and Council input may be provided in each phase of CEEP development.

Form of Engagement	PHASE 1	PHASE 2	PHASE 3	PHASE 4
DNV Community Members	<ul style="list-style-type: none"> ✓ Launch project on DNV website ✓ Begin public outreach 	<ul style="list-style-type: none"> ✓ Continue public outreach ✓ Public engagement 	<ul style="list-style-type: none"> ✓ Continue public outreach ✓ Conduct online engagement 	<ul style="list-style-type: none"> ✓ Conduct online engagement on draft CEEP
Key Stakeholders	<ul style="list-style-type: none"> ✓ Begin stakeholder outreach 	<ul style="list-style-type: none"> ✓ Stakeholder workshops 	<ul style="list-style-type: none"> ✓ Gather input on draft implementation plan 	<ul style="list-style-type: none"> ✓ Gather input on draft CEEP
DNV Staff and Council	<ul style="list-style-type: none"> ✓ Interdepartmental Steering Committee workshop #1 ✓ Progress report to Council 	<ul style="list-style-type: none"> ✓ Interdepartmental Steering Committee workshop #2 ✓ Council workshop 	<ul style="list-style-type: none"> ✓ Interdepartmental Steering Committee workshop #3 ✓ Progress report to Council 	<ul style="list-style-type: none"> ✓ Council workshop on final CEEP ✓ Council consideration of final CEEP
	November 2017 – January 2018	January – March 2018	March – May 2018	April – July 2018

Figure 2. CEEP engagement summary detail by project phase

Timing/Approval Process:

The CEEP project is now well into Phase 1. The consultant has met with the core staff team and an interdepartmental steering committee to gather municipal data and to explore preliminary directions for CEEP targets and actions. Community outreach and stakeholder engagement is set to begin in Q1 following the launch of the CEEP page on the District's web site.

The subsequent Modelling and Target Setting (Phase 2), Implementation and Monitoring (Phase 3), and Final Reporting (Phase 4) will be completed by end of July 2018.

The next progress update will be in the form of a Council Workshop, which will provide an opportunity to learn about, and ask detailed questions of the emerging findings of the CEEP inventory, situational analysis, and forecasting.

Concurrence:

An interdepartmental steering committee has been established to act as a sounding board and to provide multidisciplinary feedback on emerging CEEP ideas and concepts. This committee will also ensure that CEEP actions are practical and implementable.

Financial Impacts:

The FCM grant provides funding up to \$158,600 to support this CEEP project. Additional funding has also been confirmed by BC Hydro (\$15,000) and Vancouver Coastal Health (VCH) (\$10,000). The District has also committed \$16,000 in funding and an estimated \$45,000 of in-kind resources to support this project. CEEP implementation may have funding implications for future Council consideration through the budget approval process.

Liability/Risk:

The District is committed to fulfilling the terms and conditions of the FCM grant agreement (including submission of milestone reports, ensuring the project stays on task and is completed on budget and on time) in order to access grant funding.

Social Policy Implications:

Besides lowering our emissions, innovative ideas and climate actions arising from the CEEP are expected to offer other important community co-benefits such as: energy cost savings, more comfortable and energy efficient homes and buildings, more opportunities for walking and cycling and less traffic congestion, cleaner air quality both indoors and out, business investment and job growth in renewable energy sectors, and improved community health and well-being.

Environmental Impact:

Reducing our community contribution to climate change is a primary goal of the CEEP. Estimated GHG reductions will be calculated based on modelling and as informed by identified community targets. Proposed climate actions will have direct benefits to the natural environment and local air quality.

Conclusion:

The CEEP takes a vital step forward towards managing our community impact on climate change and reaching our Official Community Plan goal of becoming an energy efficient community. The CEEP is also important because the decisions we make today – about where we live, how we move around, how we source our energy – will impact our community decades from now.

Respectfully submitted,



Sarah Dal Santo MCIP, RPP
Section Manager Policy Research

Attachment 1: Information Report to Council dated April 12, 2017

REVIEWED WITH:

☐ Sustainable Community Dev. _____
☐ Development Services _____
☐ Utilities _____
☐ Engineering Operations _____
☐ Parks _____
☐ Environment _____
☐ Facilities _____
☐ Human Resources _____

☐ Clerk's Office _____
☐ Communications _____
☐ Finance _____
☐ Fire Services _____
☐ ITS _____
☐ Solicitor _____
☐ GIS _____
☐ Real Estate _____

External Agencies:

☐ Library Board _____
☐ NS Health _____
☐ RCMP _____
☐ NVRC _____
☐ Museum & Arch. _____
☐ Other: _____

<input checked="" type="checkbox"/> Info Package	AGENDA INFORMATION Date: <u>May 3/2017</u>
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TL
Dept.
Manager

GM/
Director

CAO

The District of North Vancouver INFORMATION REPORT TO COUNCIL

April 12, 2017
File: 13.6770.000

AUTHOR: Sarah Dal Santo, Section Manager Policy Research

SUBJECT: Community Energy and Emissions Plan Update and Application for Funding

REASON FOR REPORT:

To inform Council of a current grant opportunity that staff is pursuing through the Federation of Canadian Municipalities (FCM) to help fund development of a Community Energy and Emissions Plan for the District of North Vancouver (District).


BACKGROUND:

The FCM recently announced a new "Municipalities for Climate Innovation Program" (MCIP) that provides funding, training and resources to help local governments develop greenhouse gas (GHG) emissions reduction and community energy plans, and strategies to help communities adapt to the impacts of climate change. This program provides funding up to \$175,000 and a maximum of 80 per cent of eligible costs to plan and implement eligible projects. For more details see: <http://www.fcm.ca/home/programs/municipalities-for-climate-innovation-program/greenhouse-gas-emission-reduction-and-community-energy-plans-funding.htm>

Recognizing that transportation and buildings are two major sources of GHG emissions and energy consumption, cities and local governments have an important role to play in reducing impacts on climate change. The District of North Vancouver (District) is part of a network of Canadian municipalities committed to reducing GHG emissions to mitigate climate change. The District joined the Partners for Climate Prevention (PCP) program in 2001. This PCP program is the Canadian component of the International Council for Local Environmental Initiatives (ICLEI) Cities for Climate Protection network, which involves more than 1,100 communities worldwide.

The PCP program recommends action against climate change through a five-milestone process that guides members in creating GHG inventories, setting realistic and achievable GHG reduction targets, developing local action plans, and implementing plans using specific, measurable actions to reduce emissions. FCM's Green Municipal Fund provides grants to municipalities undertaking the PCP milestone steps.

Partners for Climate Protection Milestones	
Milestone 1	Create a GHG emissions inventory and forecast
Milestone 2	Set an emissions reduction target
Milestone 3	Local Action Plan (e.g. CEEP)
Milestone 4	Implement the Local Action Plan
Milestone 5	Monitor progress and report on results

**Table 1. Partners for Climate Protection (PCP) Milestones**

A number of Lower Mainland municipalities (Richmond, Burnaby, Coquitlam, Surrey, Vancouver, Port Coquitlam, New Westminster, Delta and others) have completed and are in the process of implementing their Community Energy and Emissions Plans (CEEPs). On the North Shore, the City of North Vancouver completed its CEEP in 2010 and has reached PCP Milestone 5, while the District of West Vancouver completed its CEEP in 2016 and has reached PCP Milestone 3.

As part of our commitment under the provincial Climate Action Charter and as guided by the District's Energy Management Plan, the District has made significant strides towards improving our corporate emissions and reducing energy consumption.

While we have experienced success at the corporate level, focus now needs to be put towards the community's overall contribution to climate change. Completion of a District of North Vancouver CEEP will build on existing policies and programs and provide a progressive, coordinated and impactful approach to further reduce our community contribution towards climate change. Completion of a CEEP will also strengthen the District's commitment to climate action and move the District from Milestone 1 (current status) to Milestone 3 in the PCP program, with the ultimate goal of achieving Milestone 5.

A consolidated record of both corporate and community GHG and energy reduction initiatives completed in 2016 is currently being prepared as part of the annual Climate Action Revenue Incentive Program (CARIP) summary report that will be made available to Council soon.

EXISTING POLICY:

Development of a Community Energy and Emissions Plan supports Official Community Plan (OCP) policies and assists the municipality in addressing other legislative requirements.

The OCP is an integrated sustainable community plan that includes objectives to become a more energy efficient community that reduces its greenhouse gas emissions and dependency on non-renewable fuels while adapting to climate change. Policy 10.1.4 supports working with other levels of government, energy providers and the business community to facilitate emissions assessments and to develop energy and greenhouse gas reduction strategies.

As required under the Local Government Act, the OCP includes targets, policies and actions to reduce greenhouse gas emissions. The OCP sets a community target of a 33% reduction of GHG emissions by 2030 (from 2007 levels). The CEEP will include a re-evaluation of this target in consideration of ongoing changes in our community, and commitments by senior levels of government to address climate change.

Development of a CEEP is also supported by priority # 10 in the District's Corporate Plan: "Take Action on Climate Change by reducing greenhouse gas emissions and developing a Climate Change Adaptation Strategy". The Corporate Plan also identifies the need for:

- i. Examination of existing approaches and development of new strategies to mitigate and adapt to climate change impacts, and
- ii. Consideration of energy conservation and greenhouse gas reduction in decision making.

The CEEP will develop practical and innovative strategies to reduce our contribution to climate change and will recommend a set of best management practices and actions for reducing greenhouse gas emissions and reliance on fossil fuels at the community level which can be integrated into our planning documents, and other decision making tools such as the long term funding strategy.

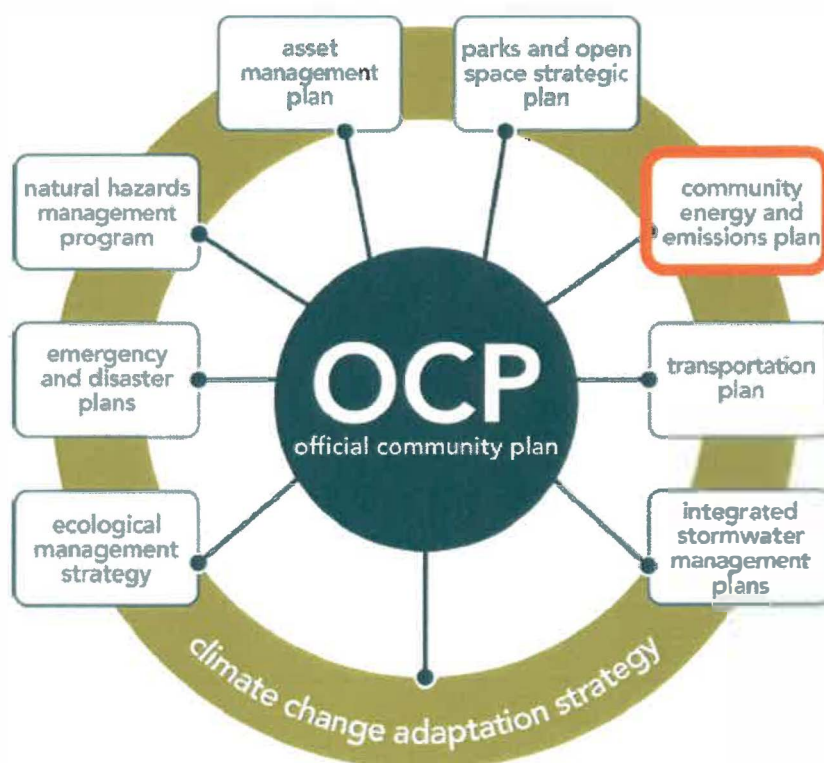


Figure 1. Relationship between the OCP, Community Energy and Emissions Plan (CEEP) and the Climate Change Adaptation Strategy.

ANALYSIS:

To be eligible for MCIP funding and to successfully complete PCP milestone 3, the CEEP is expected to include the following key components.

1. Baseline inventory - Establish or update a baseline of GHG emissions and energy use.
2. Forecast – Project future GHG emissions and energy use based on population and growth forecasts.
3. Target – Set (or update) GHG emissions reduction targets for the community.
4. Action Plan – Outline actions to reduce GHG emissions for municipal operations or community.

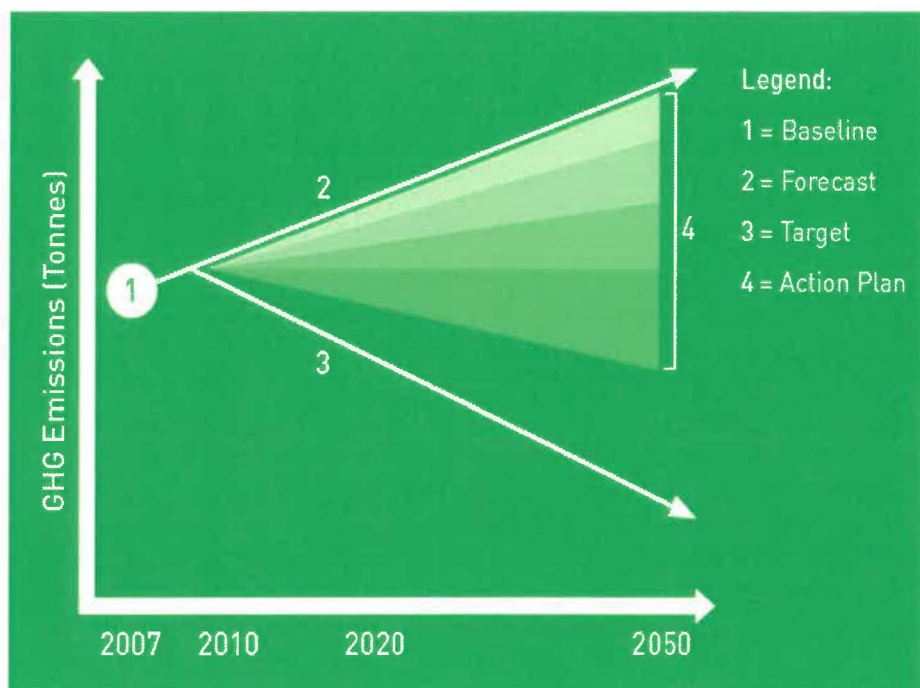


Figure 2: Graphic representation of CEEP components (BC Hydro)

Staff proposes that the District use the Provincial Community Energy and Emissions Inventory (CEEI inventory data (available for 2007, 2010 and 2012) which includes GHG emissions (CO₂e tonnes) and energy use for municipalities across the province. This inventory includes data in each of the major contributing community sectors: building type, transportation, deforestation, agriculture, and solid waste. Additional research may be needed to update this inventory and to fill in data gaps, where this information is available.

With an established baseline inventory, an estimate of potential future GHG emissions and energy use can be done using BC Stats population forecasts and the Districts growth projections. This will be compared to a “business as usual” approach to GHG emissions and energy use. Depending on available funding, the project may include community GHG emissions mapping by community sub-regions or major centres.

Estimated future GHG emissions and energy use will be measured against our OCP target as well as the provincial target to reduce GHG emissions to 33% by 2020 and 80% by 2050 (relative to 2007 levels).

The proposed action plan will include a list of short, medium and long-term actions, specific to local opportunities, to bring emissions and energy efficiencies in line with community targets. Responsible parties, timelines for implementation and estimated costs will also be

included. Ultimately, once endorsed by Council, new GHG emissions and energy reduction targets and actions arising from the CEEP would replace existing targets and actions identified in the OCP.

Specific details of the CEEP scope and work plan will be developed in consultation with a qualified consulting team. It is staff's intent to ensure that this project, builds on existing work and policies, and provides practical and innovative implementation measures for moving the community towards established greenhouse gas emissions and energy targets. The work plan will also include opportunities for workshops with Council at key milestones.

Timing/Approval Process:

FCM has issued an open call with no fixed deadline for submission of grant applications. However, given the anticipated level of interest from municipalities across Canada for this limited funding, submitting the application sooner rather than later will increase the rate of success.

Concurrence:

Development of the CEEP will be informed by input from an interdepartmental technical steering committee with meetings held at key project milestones. Interdepartmental input will ensure that the CEEP integrates with existing plans and programs, and reflects practical, implementable actions.

Financial Impacts:

The FCM grant program provides funding up to \$175,000 (and up to 80% of eligible project costs) for the completion of community energy and emissions plans. Other funding sources will also be explored to maximize leverage of District efforts. District staff have received confirmation that BC Hydro is interested in contributing \$15,000 from the Power Smart Sustainable Communities Program towards completion of the CEEP.

Development of the CEEP will require allocation of existing staff time and other in kind resources. CEEP implementation may have funding implications for Council future consideration through the budget approval process.

Liability/Risk:

There is no liability or risk to the municipality until such time as the District agrees to accept funding under the terms and conditions of a signed agreement with the Federation of Canadian Municipalities, and /or other funding partner.

Social Policy Implications:

Innovative ideas and solutions arising through the development of the Community Energy and Emissions Plan (CEEP) are anticipated to identify opportunities for energy cost savings and promoting the green economy and potentially new local jobs.

Environmental Impact:

The CEEP aims to reduce the community impact on greenhouse gas emissions and consumption of fossil fuels. Proposed climate actions will have direct benefit to the natural environment and air quality.

Public and Stakeholder Input:

The development of the CEEP will include opportunities for public and stakeholder engagement at key stages in the project. Staff is exploring opportunities to work with a community partner to assist with community outreach and to build awareness of the CEEP and future climate action initiatives.

Conclusion:

Recognizing that transportation and buildings are two major sources of GHG emissions and energy consumption, cities and local governments have an important role to play in reducing impacts on climate change. Completion of a District of North Vancouver CEEP will build on existing policies and programs and provide a progressive, coordinated and impactful approach to further reduce our community contribution towards climate change. Completion of a CEEP will also strengthen the District's commitment to climate action and help the District achieve Milestone 3 in the FCM Partners for Climate Prevention program. Undertaking the CEEP in 2017 - 2018 will enable the District to leverage FCM funding to complete the plan.

Respectfully submitted,



Sarah Dal Santo
Section Manager Policy Research

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	