

**DISTRICT OF NORTH VANCOUVER  
COUNCIL WORKSHOP**

Minutes of the Council Workshop for the District of North Vancouver held at 6:08 p.m. on Monday, February 19, 2018 in the Committee Room of the District Hall, 355 West Queens Road, North Vancouver, British Columbia

**Present:** Mayor R. Walton  
Councillor R. Bassam (6:11 pm)  
Councillor M. Bond  
Councillor J. Hanson  
Councillor D. MacKay-Dunn  
Councillor L. Muri

**Absent:** Councillor R. Hicks

**Staff:** Mr. D. Stuart, Chief Administrative Officer  
Mr. D. Milburn, General Manager – Planning, Properties & Permits  
Mr. T. Lancaster, Manager – Community Development  
Ms. J. Paton, Manager – Development Planning  
Ms. L. Brick, Deputy Municipal Clerk  
Ms. A. Clarke, Planner  
Ms. S. Dale, Confidential Council Clerk

**Also in**

**Attendance:** Mr. Jim Paul, Chair – Community Heritage Advisory Committee

**1. ADOPTION OF THE AGENDA**

**1.1. February 19, 2018 Council Workshop Agenda**

**MOVED by Councillor BOND**

**SECONDED by Councillor MURI**

THAT the agenda for the February 19, 2018 Council Workshop is adopted as circulated.

**CARRIED**

Absent for Vote: Councillor BASSAM

**2. ADOPTION OF MINUTES**

Nil

**3. REPORTS FROM COUNCIL OR STAFF**

**3.1. Heritage Strategic Plan Update and Information on a Heritage Alteration**

**Permit Procedure Bylaw**

File No. 13.6800.01/000.000

Councillor BASSAM arrived at this point in the proceedings.

Ms. Angele Clarke, Planner, advised that the District is undertaking a planning process to develop a Heritage Strategic Plan to create a shared community vision for heritage conservation and a planning framework for the District's heritage program. Ms. Clarke noted that there will be opportunities for public involvement throughout the planning process and a final plan will be provided to Council for consideration in the fall of 2018.

Mr. Dan Milburn, General Manager – Planning, Properties & Permits, advised that the District does not currently have a Heritage Alteration Permit Procedures Bylaw. Implementation of this regulatory tool could clarify the heritage alteration permit process and conditions for staff and heritage property owners.

Council discussion ensued and the following questions and comments were noted:

- Spoke in support of a Heritage Strategic Plan;
- Commented on the importance of preserving heritage houses;
- Questioned if the District has the ability to provide tax incentive to the owners of protected heritage buildings;
- Questioned if there are other incentives that can be provided to encourage heritage retention;
- Commented regarding the Heritage Grant Program;
- Questioned if conservation areas in Upper Capilano have been discussed;
- Commented on the importance of educating the public about heritage matters;
- Suggested looking at what tools other municipalities have used to incentivize heritage homeowners;
- Spoke to the cost of maintaining heritage houses that require extensive work; and,
- Questioned the staffing level to support the Community Heritage Advisory Committee.

**MOVED by Councillor BASSAM**

**SECONDED by Councillor MURI**

THAT the February 5, 2018 report from the Community Planner entitled Heritage Strategic Plan Update and Information on a Heritage Alteration Permit Procedure Bylaw be received for information;

AND THAT staff be directed to prepare a Heritage Alteration Permit Procedure Bylaw for consideration at a Regular meeting of Council.

**CARRIED**

**MOVED by Councillor MURI**

**SECONDED by Councillor BASSAM**

THAT staff consult with the Community Heritage Advisory Committee and report back by May on actions that Council could use to incentivize heritage preservation.

**CARRIED**

**4. ADJOURNMENT**

**MOVED by Councillor MURI**  
**SECONDED by Councillor BASSAM**

THAT the February 19, 2018 Council Workshop is adjourned.

**CARRIED**  
(6:54 p.m.)



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Mayor



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Municipal Clerk