

AGENDA

REGULAR MEETING OF COUNCIL

Monday, December 3, 2018
7:00 p.m.
Council Chamber, Municipal Hall
355 West Queens Road,
North Vancouver, BC

Council Members:

Mayor Mike Little
Councillor Jordan Back
Councillor Mathew Bond
Councillor Megan Curren
Councillor Betty Forbes
Councillor Jim Hanson
Councillor Lisa Muri



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REGULAR MEETING OF COUNCIL

7:00 p.m.
Monday, December 3, 2018
Council Chamber, Municipal Hall,
355 West Queens Road, North Vancouver

AGENDA

BROADCAST OF MEETING

- Online at <http://app.dnv.org/councillive/>

CLOSED PUBLIC HEARING ITEMS NOT AVAILABLE FOR DISCUSSION

- Bylaw 8262 – OCP Amendment 1923 Purcell Way
- Bylaw 8263 – Rezoning 1923, 1935, 1947 and 1959 Purcell Way

1. ADOPTION OF THE AGENDA

1.1. December 3, 2018 Regular Meeting Agenda

Recommendation:

THAT the agenda for the December 3, 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

4.1. Certificates of Appreciation – Lions Manor Fire

4.2. Certificates of Appreciation – Mountain Village Fire

5. DELEGATIONS

5.1. Montroyal Safety Committee Re: Safe Routes to School

p. 9-10

6. ADOPTION OF MINUTES

6.1. November 19, 2018 Regular Council Meeting **p. 13-19**

THAT the minutes of the November 19, 2018 Regular Council meeting are adopted.

7. RELEASE OF CLOSED MEETING DECISIONS

8. COUNCIL WORKSHOP REPORT

9. REPORTS FROM COUNCIL OR STAFF

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

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

Recommendation:

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

9.1. Bylaw 8370: 2018-2022 Financial Plan Approval Bylaw Amendment **p. 23-35**
File No. 05.1780/Financial Plan 2018

Recommendation:

THAT "2018-2022 Financial Plan Approval Bylaw 8294, 2018, Amendment Bylaw 8370, 2018 (Amendment 2)" is ADOPTED.

9.2. Miscellaneous Expense Requests Greater than \$1,000 or Repeat Requests **p. 37-41**
File No.

Recommendation:

THAT the following requests for funding are approved:

- Operation Red Nose - \$2,000
- District of North Vancouver Fire Fighters Charitable Society - \$1,000

10. REPORTS

10.1. Mayor

10.2. Chief Administrative Officer

10.3. Councillors

10.4. Metro Vancouver Committee Appointees

11. ANY OTHER BUSINESS

12. ADJOURNMENT

Recommendation:

THAT the December 3, 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: Montroyal Safety Committee

Title of Presentation: Safe Routes to School

Name of person(s) to make presentation: Bernadette Dunnigan and Chrissy da Roza

- Purpose of Presentation:
- Information only
 - Requesting a letter of support
 - Other (provide details below)

Please describe:

Attach separate sheet if additional space is required

- To outline safety concerns in the Montroyal School catchment.
- To outline a list of needed improvements.
- To ask Council to implement the improvements to:
 - Help keep students and other pedestrians safe.
 - Encourage and support non-vehicular modes of transportation.

Contact person (if different than above): Chrissy da Roza

Daytime telephone number: 604-985-8318

Email address: thedarozas@gmail.com

Will you be providing supporting documentation? Yes No

- If yes:
- Handout
 - PowerPoint presentation
 - DVD

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
 - Multimedia projector
 - Overhead projector
 - Tripod for posterboard
 - Flipchart

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

Chrissy da Roza

November 21, 2018

Name of Delegate or Representative of Group

Date

Signature

For Office Use Only	
Approved by:	Appearance date: <u>December 3, 2018</u>
Municipal Clerk	Receipt emailed on: <u>November 16, 2018</u>
Deputy Municipal Clerk <input checked="" type="checkbox"/>	
Rejected by:	Applicant informed on: _____
Mayor _____	Applicant informed by: _____
CAO _____	

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

MINUTES

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

Minutes of the Regular Meeting of the Council for the District of North Vancouver held at 7:02 p.m. on Monday, November 19, 2018 in the Council Chambers of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

Present: Mayor M. Little
Councillor J. Back
Councillor M. Bond
Councillor M. Curren
Councillor B. Forbes
Councillor J. Hanson
Councillor L. Muri

Staff: Mr. D. Stuart, Chief Administrative Officer
Ms. C. Grant, General Manager – Corporate Services
Mr. G. Joyce, General Manager – Engineering, Parks & Facilities
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Mr. J. Gordon, Manager – Administrative Services
Ms. J. Paton, Manager – Development Planning
Mr. S. Carney, Section Manager - Transportation
Ms. J. Pavey, Section Manager – Environmental Sustainability
Ms. A. Reiher, Confidential Council Clerk
Mr. K. Zhang, Planner

1. ADOPTION OF THE AGENDA

1.1. November 19, 2018 Regular Meeting Agenda

**MOVED by Councillor FORBES
SECONDED by Councillor BACK**

THAT the agenda for the November 19, 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.

CARRIED

2. PUBLIC INPUT

2.1. Mr. Peter Teevan, 1900 Block Indian River Crescent:

- Commented about the Ministry of Transportation and Infrastructure (MoTI) jurisdiction for an area within a radius of 800 metres from an intersection of a provincial highway;
- Spoke about the Official Community Plan (OCP) and growth management; and,
- Recommended that guidance is sought for developments that require MoTI approval and to produce and maintain District abutment zone maps.

2.2. Mr. Gary Wilson, 2500 Block Panorama Drive:

- Expressed concern about flooding issues at his home;
- Commented about a recent flood on November 2, 2018; and,
- Requested collaborative assistance with the District to explore solutions to prevent future flooding.

2.3. Mr. James O’Connell, 1800 Block Harbour Road:

- Spoke as a the Financial Manager of Allied Shipbuilders Ltd.;
- Expressed concern about a sharp increase in property taxes; and,
- Spoke about how the District compares to competing municipalities for the percentage of assessment roll versus the amount of tax paid by major industries.

2.4. Ms. Shona Moody, 1300 Block East 17th Street:

- Spoke in favour of item 9.4, a proposed coach house at 1685 Alderlynn Drive.

3. PROCLAMATIONS

Nil

4. RECOGNITIONS

Nil

5. DELEGATIONS

Nil

6. ADOPTION OF MINUTES

6.1. October 1, 2018 Regular Council Meeting

MOVED by Councillor MURI

SECONDED by Councillor BOND

THAT the minutes of the October 1, 2018 Regular Council meeting are adopted.

CARRIED

6.2. October 29, 2018 Regular Council Meeting

MOVED by Councillor MURI

SECONDED by Councillor BOND

THAT the minutes of the October 29, 2018 Regular Council meeting are adopted.

CARRIED

7. RELEASE OF CLOSED MEETING DECISIONS

Nil

8. COUNCIL WORKSHOP REPORT

Nil

9. REPORTS FROM COUNCIL OR STAFF

9.1. Bylaws 8344, 8345 and 8356: OCP Amendment and Rezoning for 600 West Queens Road

File No. 08.3060.20/042.18

MOVED by Councillor BOND

SECONDED by Councillor BACK

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8344, 2018 (Amendment 36)" is given SECOND and THIRD Readings;

AND THAT "District of North Vancouver Rezoning Bylaw 1380 (Bylaw 8345)" is given SECOND and THIRD Readings.

DEFEATED

Opposed: Mayor LITTLE, Councillors CURREN, FORBES, HANSON and MURI

9.2. Bylaws 8278, 8256 and 8257: OCP Amendment, Rezoning and Housing Agreement for 1031, 1037, 1041 and 1045 Ridgewood Drive

File No. 08.3060.20/009.17

MOVED by Councillor BOND

SECONDED by Councillor BACK

THAT the rule that prohibits debate at adoption is suspended.

CARRIED

MOVED by Councillor BOND

SECONDED by Councillor BACK

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8278, 2017 (Amendment 31)" is ADOPTED;

AND THAT "District of North Vancouver Rezoning Bylaw 1360 (Bylaw 8256)" is ADOPTED;

AND THAT "Housing Agreement Bylaw 8257, 2017 (1031-1045 Ridgewood Drive)" is ADOPTED.

DEFEATED

Opposed: Mayor LITTLE, Councillors CURREN, FORBES, HANSON and MURI

9.3. Development Permit 09.17 – 1031-1045 Ridgewood Drive

File No. 08.3060.20/009.17

No motion passed.

9.4. Development Variance Permit 18.17 – Coach House at 1685 Alderlynn Drive
File No. 08.3060.20/018.17

Public Input:

Mr. Tim Baur, 1600 Block Alderlynn Drive:

- Spoke as the owner of the property; and,
- Commented about the neighbour input received for the proposal.

MOVED by Councillor MURI

SECONDED by Councillor BACK

THAT Development Variance Permit 18.17, to allow for the construction of a coach house at 1685 Alderlynn Drive, is ISSUED.

CARRIED

9.5. 1450 Rupert Street – The Woods Spirit Company Inc. – Distillery Lounge
Endorsement
File No. 08.3060.20/015.18

MOVED by Councillor BOND

SECONDED by Councillor MURI

Be it resolved THAT:

1. The Council has considered the following:

- The location of the establishment; and,
- The person capacity and hours of liquor service.

2. The Council's comments on the prescribed criteria are as follows:

a) The impact of noise on the community in the vicinity of the proposed establishment:

Noise impacts are expected to be minimal as the location is in a primarily industrial area, there is no outdoor seating area, and closing hours are not excessively late.

b) The impact on the community if the application is approved:

The impact on the community is expected to be minimal for the following reasons:

- The venue is small with a maximum occupancy of 20 patrons and employees;
- The venue would likely appeal to the nearby growing town centre community;
- Operating hours of the lounge will be limited to after 5 pm on weekdays to reduce potential parking conflicts;
- The site is a reasonable from residential zones; and,

- The operations under the manufacturing licence at this site have not resulted in negative community impacts.

3. The Council's comments on the views of residents are as follows:

Staff completed the following notification procedure in accordance with District Public Notification Policy:

- A Public Notice sign was placed on the site; and,
- A notice requesting input was mailed to 178 neighbouring property owners and tenants.

Two responses were received from nearby business owners who had concerns about the parking in the area. They both noted that parking on the street during business hours is strained and suggested that the hours of operation be limited to after regular weekday business hours.

4. The Council recommends the approval of the licence endorsement for the following reasons:

The requested distillery lounge endorsement to allow for a lounge with a maximum occupancy of 20 patrons and employees during the below operating hours is supported by District Council. This support is given as:

- The establishment is not expected to create noise impacts on the surrounding community;
- The Zoning Bylaw permits the requested accessory use to accommodate a 20 person capacity lounge;
- Parking Regulations of the Zoning Bylaw have been met; and,
- Adjustments have been made to operating hours to alleviate concerns regarding parking in the area.

This support is provided with the provision that the endorsed lounge will allow a maximum occupancy of 20 patrons and employees during the operating hours of:

*Monday to Wednesday: 5:00 pm to 7:00 pm
Thursday to Friday: 5:00 pm to 11:00 pm
Saturday: 11:00 am to 11:00 pm
Sunday: 11:00 am to 7:00 pm"*

CARRIED

9.6. Major Road Network Expansion

File No. 16.8620.00/000.000

MOVED by Councillor MURI

SECONDED by Councillor HANSON

THAT Council endorse the following candidate additions to the Major Road Network (MRN):

- Lynn Valley Road from Hwy 1 to Mountain Hwy (6.4 lane-km)
- W 1st Street from City of North Vancouver border to Garden Avenue (3.2 lane-km)

CARRIED

9.7. National Energy Board Reconsideration of Aspects of its Recommendation Report for the Trans Mountain Expansion Project

File No. 01.0595.20/006.04

Public Input:

Mr. John Hunter, 300 Block Roche Point Drive:

- Spoke about the Trans Mountain Expansion project and expressed concern about the cost implications for the District; and,
- Suggested that historical information about tankers in the harbour, oil spill data and relevant research papers be provided to Council.

MOVED by Councillor CURREN

SECONDED by Councillor MURI

THAT the November 8, 2018 report of the Section Manager – Environmental Sustainability Policy entitled National Energy Board Reconsideration of Aspects of its Recommendation Report for the Trans Mountain Expansion Project is received for information;

AND THAT the continued participation of the District as an intervenor be endorsed;

AND THAT additional feedback for the National Energy Board's Reconsideration process be provided.

CARRIED

9.8. Non-Binding Assent Voting Questions: Next Steps

File No. 01.0115.30/002.000

MOVED by Councillor MURI

SECONDED by Councillor BACK

THAT the November 14, 2018 joint report from the General Manager – Planning, Properties and Permits and the General Manager – Corporate Services entitled Non-Binding Assent Voting Questions: Next Steps is received for information.

CARRIED

10. REPORTS

10.1. Mayor

Mayor Little reported on his attendance at the:

- Inaugural Meeting of TransLink Mayors' Council;
- Metro Vancouver Inaugural Board Meeting; and,
- Remembrance Day ceremony at Victoria Park.

10.2. Chief Administrative Officer

Nil

10.3. Councillors

10.3.1. Councillor Back reported on his attendance at the Chamber of Commerce Business Excellence Awards.

10.3.2. Councillor Bond reported on his attendance at the Lynn Valley Remembrance Day ceremony and the Young Leaders Forum sponsored by the North Shore Community Resources Society.

10.3.3. Councillor Curren reported on her attendance at the National Zero Waste Conference.

10.3.4. Councillor Muri reported on her attendance at the Cates Park Remembrance Day ceremony. She also commented about the heroic acts of four lifeguards at the Ron Andrews Community Recreation Centre on November 8, 2018 in response to an emergency situation.

10.4. Metro Vancouver Committee Appointees

Nil

11. ANY OTHER BUSINESS

Nil

12. ADJOURNMENT

MOVED by Councillor BOND

SECONDED by Councillor MURI

THAT the November 19, 2018 Regular Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(9:14 pm)

Mayor

Municipal Clerk

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REPORTS

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>DECEMBER 3, 2018</u>
<input type="checkbox"/> Other:	Date: _____

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

November 27, 2018
File: 05.1780/Financial Plan 2018

AUTHOR: Linda Brick, Deputy Municipal Clerk

SUBJECT: **Bylaw 8370: 2018-2022 Financial Plan Approval Bylaw Amendment**

RECOMMENDATION:

THAT "2018-2022 Financial Plan Approval Bylaw 8294, 2018, Amendment Bylaw 8370, 2018 (Amendment 2)" is ADOPTED.

BACKGROUND:

Bylaw 8370 received First, Second and Third Readings on November 26, 2018. The bylaw is now ready to be considered of Adoption by Council.

OPTIONS:

1. Adopt the bylaw;
2. Abandon the bylaw; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,



Linda Brick
Deputy Municipal Clerk

Attachments:

- Bylaw 8370
- Staff report dated November 15, 2018

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

The Corporation of the District of North Vancouver

Bylaw 8370

A bylaw to amend the 2018-2022 Financial Plan Approval Bylaw 8294, 2018

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

Citation

1. This bylaw may be cited as “2018-2022 Financial Plan Approval Bylaw 8294, 2018, Amendment Bylaw 8370, 2018 (Amendment 2)”.

Amendments

2. 2018-2022 Financial Plan Approval Bylaw 8294, 2018 is amended as follows:
 - a) Schedule A *District of North Vancouver 2018-2022 Financial Plan (\$000's)* is deleted in its entirety and replaced with a new Schedule A *District of North Vancouver 2018-2022 Financial Plan (\$000's)* as shown in Schedule 1 to this bylaw; and,
 - b) Schedule B *District of North Vancouver 2018 Revenue Disclosure Statement* is deleted in its entirety and replaced with a new Schedule B *District of North Vancouver 2018 Revenue Disclosure Statement* as shown in Schedule 2 to this bylaw.
 - c) Schedule C *District of North Vancouver 2018 Capital Plan Reserve Fund Appropriations* is deleted in its entirety and is replaced with the new *Schedule C District of North Vancouver 2018 Capital Plan Reserve Fund Appropriations* as shown in Schedule 3 of this bylaw.

READ a first time November 26th, 2018

READ a second time November 26th, 2018

READ a third time November 26th, 2018

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule 1 to Bylaw 8370

Schedule A to Bylaw 8294 District of North Vancouver 2018-2022 Financial Plan (\$000's)

	2017	2018 Fall	2019	2020	2021	2022
Revenue						
Taxation	\$ 98,335	\$ 106,978	\$ 108,920	\$ 112,918	\$ 116,850	\$ 120,900
Sales, Fees, and Other User Charges	86,604	99,412	107,369	101,952	119,841	105,768
Developer Contributions	19,631	15,438	46,303	16,337	14,217	2,551
Grants and Other Contributions	8,713	4,138	10,716	7,223	2,296	2,311
Investment Income	3,587	4,846	4,928	5,334	5,335	5,701
Penalties & Interest on Taxes	705	720	732	732	732	732
	217,575	231,532	278,968	244,496	259,271	237,963
Proceeds from Debt						
Appropriations from:						
Operating Reserves & Surplus	7,982	8,266	9,048	2,301	5,942	1,514
Capital Committed Funds	407	321	50	-	-	-
Reserve Funds	47,708	85,953	56,532	98,667	63,707	40,552
	56,097	94,540	65,630	100,968	69,649	42,066
Source of Funds	\$ 273,672	\$ 326,072	\$ 344,598	\$ 345,464	\$ 328,920	\$ 280,029
Operating Expenditures						
Community Services	\$ 36,317	\$ 37,522	\$ 38,917	\$ 40,603	\$ 41,871	\$ 41,681
Planning and Development	10,817	12,465	12,431	12,043	12,190	12,361
Protective Services	40,548	42,389	42,847	43,713	44,590	45,486
Transportation and Engineering	8,260	9,130	9,254	9,200	13,410	9,342
Utilities	42,160	43,587	46,487	50,559	56,171	61,461
Governance and Admin	15,246	16,476	16,555	13,177	12,518	12,259
	153,348	161,569	166,491	169,295	180,750	182,590
Capital Expenditures	57,293	89,252	71,165	107,418	64,007	42,085
Debt Service	4,206	4,041	2,762	2,762	2,762	2,762
Contributions to:						
Operating Reserves & Surplus	837	3,714	512	512	512	512
Reserve Funds	57,988	67,496	103,668	65,477	80,889	52,080
	58,825	71,210	104,180	65,989	81,401	52,592
Use of Funds	\$ 273,672	\$ 326,072	\$ 344,598	\$ 345,464	\$ 328,920	\$ 280,029

Schedule 2 to Bylaw 8370

Schedule B to Bylaw 8294 District of North Vancouver 2018 Revenue Disclosure Statement

Revenue from each Funding Source

The proportion of total revenue to be raised from each funding source in 2018 is shown in the table to the right. Property tax is an indirect tax on wealth and accounts for the greatest proportion of municipal revenues. The system of property taxation is relatively easy to administer and understand. It provides a stable and consistent source of revenue for services that provide general community benefits that can be often difficult to fund on a user-pay basis.

Funding Source	% Revenues	
	2017	2018
Taxation		
Property Value Taxes	45.3%	46.2%
Parcel Taxes	0.0%	0.0%
Sales, Fees and User Charges	39.7%	42.9%
Other Sources	15.0%	10.9%
Proceeds From Borrowing	0.0%	0.0%
TOTAL	100.0%	100.0%

Sales, fees and user charges form the second largest portion of planned revenue. Many municipal services, such as water and sewer usage, can be measured and charged on a user-pay basis. This methodology strives to fairly distribute the costs of a municipal service to those who make use of it. Other services (e.g. recreation) which have both a private and community benefit are funded through a combination of user fees and municipal taxes.

Other sources of revenue include developer contributions, government grants and other external contributions. These sources of revenue are difficult to predict and can fluctuate significantly from year to year.

Proceeds from borrowing make up the last source of funding and is used for the replacement of assets or the acquisition of new assets.

Property Tax Burden

The property tax burden for each property class is shown in the table on the right. Subject to any updates to tax policy, the tax increase distribution detailed for 2018 is consistent with the current tax strategy approved by Council in 2009 that aligns the District tax rates with the average for Metro Vancouver, or the capped rate (if applicable). This strategy considers some shifting of the tax burden between classes if the tax base for a property class is not sufficient to be corrected by investment alone. It is expected that the competitiveness of the municipality as a place to do business will benefit from this policy. Council's tax strategy is based on the principles of equity, fairness, and responsiveness to community goals. Currently the relative relationship between property classes has changed with the residential and commercial class reducing their requirement while the major industrial properties, although increasing now, benefit from lower rates achieved through the competitiveness strategy. Proportionate relationships between property classes can be affected by Council's economic policies, provincially legislated tax incentive programs and new permissive and statutory exemptions.

Property Class	% Property Tax
	2018 ¹
Residential	68.8%
Utilities	0.2%
Major Industry	12.5%
Light Industry	0.9%
Business	17.4%
Recreation	0.2%
TOTAL	100.0%

(1) Based on 2018 revised roll per BC Assessment

Permissive Tax Exemptions

Permissive tax exemptions represent approximately \$504,868 in foregone tax revenues. Council grants permissive tax exemptions based on Section 224 of the Community Charter on "use of property" not based upon the charitable status of the organization as a whole. Organizations that contribute to the well-being of citizens within the municipality by improving their quality of life and effectively enhancing community services are eligible.

Schedule 3 to Bylaw 8370

Schedule C to Bylaw 8294 District of North Vancouver 2018 Capital Plan Reserve Fund Appropriations

	RENEWAL		UPGRADE/EXPAND			UTILITIES			LAND	Total	
	Infrastructure Reserve	Equipment Replacement	New Capital	Housing Reserve	Local Improvement & Public Art	Development (DCC, CAC)	Recycling & Solid Waste	Water Stabilization	Sewer Stabilization		Land Opportunity
2018 Opening Balances	\$ 26,032,888	\$ 11,064,595	\$ 3,736,015	\$ -	\$ 4,223,658	\$ 30,621,618	\$ 1,947,067	\$ 7,418,780	\$ 18,137,727	\$ 9,565,191	\$ 112,747,539
Appropriations											
Active Transportation - Bicycle Infrastructure	(25,000)	-	(100,000)	-	-	-	-	-	-	-	(125,000)
Active Transportation - Mountain Hwy Underpass	-	-	-	-	-	-	-	-	-	1,728,060	1,728,060
Active Transportation - Pedestrian Safety	(450,000)	-	(654,500)	-	-	-	-	-	-	-	(1,104,500)
Active Transportation - Phibbs Exchange	-	-	-	-	-	(100,000)	-	-	-	-	(100,000)
Active Transportation - Transit Related	-	-	(95,000)	-	-	-	-	-	-	-	(95,000)
Active Transportation - William Avenue Sidewalk	-	-	(444,000)	-	-	-	-	-	-	-	(444,000)
Active Transportation - Others	-	-	(25,000)	-	-	-	-	-	-	-	(25,000)
Debt Principal - New Delbrook	(990,110)	-	-	-	-	-	-	-	-	-	(990,110)
Internal Borrowing - Keith Road Bridge	3,000,000	-	-	-	-	(3,000,000)	-	-	-	-	-
Internal Borrowing - Lynn Creek Connectivity	(5,000,000)	-	-	-	-	-	-	-	-	5,000,000	-
Equipment - Northlands Golf	-	(468,000)	-	-	-	-	-	-	-	-	(468,000)
Equipment - Others	-	(13,000)	-	-	-	-	-	-	-	-	(13,000)
Facilities & Energy Mgmt - Animal Shelter Decommission	(95,000)	-	-	-	-	-	-	-	-	-	(95,000)
Facilities & Energy Mgmt - Capilano United Church	(250,500)	-	-	-	-	-	-	-	-	-	(250,500)
Facilities & Energy Mgmt - Commercial Buildings	(30,000)	-	-	-	-	-	-	-	-	-	(30,000)
Facilities & Energy Mgmt - Community Buildings	(35,500)	-	-	-	-	-	-	-	-	-	(35,500)
Facilities & Energy Mgmt - Lynn Valley Village	(107,000)	-	-	-	-	-	-	-	-	-	(107,000)
Facilities & Energy Mgmt - Muni Hall Space Ping & Mechanical	(707,400)	-	(48,000)	-	-	-	-	-	-	-	(755,400)
Facilities & Energy Mgmt - Others	(622,632)	-	(35,000)	-	-	-	-	-	-	-	(657,632)
Fire Equipment	-	(226,000)	-	-	-	-	-	-	-	-	(226,000)
Fire Facility - Maplewood Fire Hall	(2,000,000)	-	-	-	-	-	-	-	-	-	(2,000,000)
Fire Facility - Others	(198,764)	-	(112,500)	-	-	-	-	-	-	-	(311,264)
Fire Vehicle	-	(860,000)	-	-	-	-	-	-	-	-	(860,000)
Land Acquisition - Belle Isle	-	-	-	-	-	-	-	-	-	(1,121,925)	(1,121,925)
Land Acquisition - Lynn Creek Connectivity	-	-	-	-	-	-	-	-	-	(23,420,146)	(23,420,146)
Land Acquisition - Seymour River Place	-	-	-	-	-	(1,331,146)	-	-	-	-	(1,331,146)
Land Acquisition - Others	(31,485)	-	-	-	-	-	-	-	-	67,951	36,466
Library Facility - Building Maintenance	(513,734)	-	-	-	-	-	-	-	-	-	(513,734)
Library Materials	(577,000)	-	-	-	-	(50,000)	-	-	-	-	(627,000)
Library Technology	(53,435)	-	(6,150)	-	-	-	-	-	-	-	(59,585)
Museum & Archives	(21,725)	-	(40,000)	-	-	-	-	-	-	-	(61,725)
Parks - Lynn Canyon	(521,310)	-	(751,200)	-	-	(118,800)	-	-	-	-	(1,391,310)
Parks - Maplewood Farm	(43,000)	-	-	-	-	-	-	-	-	-	(43,000)
Parks - Natural Parkland	(560,000)	-	(75,000)	-	-	-	-	-	-	-	(635,000)
Parks - Trails	(375,000)	-	-	-	-	-	-	-	-	-	(375,000)
Project Overhead	(1,230,200)	-	-	-	-	(213,091)	-	(479,418)	(477,291)	-	(2,400,000)
Public Art	-	-	-	-	(20,000)	-	-	-	-	-	(20,000)

2018 Capital Plan Reserve Fund Appropriations, cont'd.

	RENEWAL		UPGRADE/EXPAND			UTILITIES			LAND	Total	
	Infrastructure Reserve	Equipment Replacement	New Capital	Housing Reserve	Local Improvement & Public Art	Development (DCC, CAC)	Recycling & Solid Waste	Water Stabilization	Sewer Stabilization		Land Opportunity
Recreation Equipment		(145,000)									(145,000)
Recreation Facility - Lions Gate Community Centre					(30,000)	(14,000,000)					(14,030,000)
Recreation Facility - Lynn Creek Community Centre	(66,600)					(133,400)					(200,000)
Recreation Facility - Old Delbrook Decommission										600,000	600,000
Recreation Facility - Others	(931,000)		(16,000)								(947,000)
Recreation Technology		(210,340)									(210,340)
Sportsfields - Inter River Field #1			(1,780,000)			(245,000)					(2,025,000)
Sportsfields - Others	(245,000)		(62,500)								(307,500)
Technology - Fibre Optics Improvements	(100,000)		(300,000)								(400,000)
Technology - GIS	(270,000)										(270,000)
Technology - JDE Enhancement		(25,000)	(250,000)								(275,000)
Technology - Upgrades and Data Management	(1,070,000)	(56,500)	(718,100)								(1,844,600)
Transportation - Bridge Designs	(288,000)		(162,000)								(450,000)
Transportation - Bridge Maintenance	(95,000)										(95,000)
Transportation - Road Network	(3,876,000)		(50,000)								(3,926,000)
Transportation - Ross Road Improvements	(329,300)					(40,700)					(370,000)
Transportation - Safety Equipment	(655,000)		(295,070)			(61,430)					(1,011,500)
Transportation - Street Lighting	(477,500)		(287,500)								(765,000)
Transportation - Vehicle Replacement		(3,163,000)									(3,163,000)
Transportation - Others			(10,000)								(10,000)
Urban Parkland - Inter River Lacrosse Box	(660,000)										(660,000)
Urban Parkland - Kilmer Spray Park	(400,000)										(400,000)
Urban Parkland - Playgrounds	(240,000)										(240,000)
Urban Parkland - Seylynn Park			(120,000)			(2,740,000)					(2,860,000)
Urban Parkland - Structure Maintenance	(168,690)										(168,690)
Urban Parkland - Sunshine Wharf					(15,000)						(15,000)
Urban Parkland - Others	(177,834)		(100,000)								(277,834)
Utility Drainage - CO Installation & Storm Lateral						(45,540)			(204,460)		(250,000)
Utility Drainage - Culverts						(289,146)			(1,030,797)		(1,319,943)
Utility Drainage - Flood Protection						(149,372)			(670,628)		(820,000)
Utility Drainage - Maplewood Culvert						(66,948)			(358,052)		(425,000)
Utility Drainage - McKay Dyke						(35,550)			(519,507)		(555,057)
Utility Drainage - Mission Creek Debris Basin						(78,329)			(94,365)		(172,694)
Utility Drainage - Others						(222,235)			(847,765)		(1,070,000)
Utility Sewer						(616,058)			(1,878,942)	20,200	(2,474,800)
Utility Solid Waste & Recycling - Organics Options							(15,000)				(15,000)
Utility Water						(1,013,902)		(4,642,098)			(5,656,000)
Subtotal - Appropriations from Reserves	(21,488,719)	(4,966,840)	(6,537,520)		(65,000)	(24,550,647)	(15,000)	(5,121,516)	(6,081,807)	(17,125,860)	(85,952,909)
Contributions including interest	19,648,376	2,648,648	3,281,391	500,000	130,987	8,620,644	836,093	6,334,232	9,212,388	8,898,347	60,109,086
2018 Projected Closing Balances	\$ 24,190,545	\$ 8,746,403	\$ 479,886	\$ 500,000	\$ 4,289,625	\$ 14,691,615	\$ 2,768,160	\$ 8,631,496	\$ 21,268,308	\$ 1,337,678	\$ 86,903,716

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>November 26, 2018</u>
<input type="checkbox"/> Other:	Date: _____

		
Dept. Manager	GM/ Director	CAO

The District of North Vancouver REPORT TO COUNCIL

November 15, 2018

File: 05.1780/Financial Plan 2018

AUTHOR: Rozy Jivraj, Section Manager, Financial Planning

SUBJECT: 2018-2022 Consolidated Financial Plan Amendment #2

RECOMMENDATION:

THAT "2018 – 2022 Consolidated Financial Plan Approval Bylaw 8294, 2018, Amendment Bylaw 8370, 2018 (Amendment 2)" is given FIRST, SECOND, and THIRD Readings.

REASON FOR REPORT:

Since the adoption of the Financial Plan on February 5, 2018 and subsequently Financial Plan Amendment #1 on May 14, 2018, a number of changes have occurred that must be formally adopted through a subsequent Financial Plan Amendment. To meet the requirements of the Community Charter, these changes are recommended for adoption by Council.

SUMMARY:

Since the adoption of Financial Plan Amendment #1, Council has supported changes through resolution and direction to amend the Financial Plan. Capital expenditure changes since then total \$23.4 million and operating cost changes total \$947k. A number of housekeeping items are included in this amendment and relate to timing, reallocations, and the use of surplus and reserves for authorized adjustments.

BACKGROUND:

On February 5, 2018, Council adopted the 2018-2022 Consolidated Financial Plan Approval Bylaw 8294. The 2018-2022 Financial Plan includes the Operating and Capital Plans, highlights of the work program, and the tax increase for 2018. Subsequently Council adopted Financial Plan Amendment #1 in the spring of 2018. Changes occurring since then also require adoption through a Financial Plan Amendment.

EXISTING POLICY:

Section 173 (2) of the Community Charter states that "a municipality may make an expenditure that is included in that year of its financial plan, so long as the expenditure is not expressly prohibited by or under this or another act". Section 173 (3) of the Community Charter adds "A municipality may make an expenditure for an emergency that was not contemplated for that year in its financial plan, so long as the expenditure is not expressly prohibited by or under this or another Act", and under 173 (4b) "If an expenditure is made under that subsection, as soon as practicable, the council must amend the financial plan to include the expenditure and the funding source for the expenditure".

ANALYSIS:

This amendment includes adjustments to existing projects, new projects and related revenue.

Consistent with prior years, housekeeping items (i.e. reallocations, reclassifications between funds, privately funded infrastructure, and use of surplus and reserves for authorized adjustments) are summarized and included in the Financial Plan Amendment Bylaw 8370.

Summary of Changes – Capital Plan:

Since May 14, 2018 Council supported changes to capital expenditures through resolution and direction to amend the Financial Plan. The key changes are summarized in Table A with details noted below:

Table A (in \$000's)

Capital Expenditures	Total Project Cost	Funding Already Approved	2018 Fall Amendment
<i>With Council Resolution</i>			
1. Lower Lynn Interchanges (LLI) Phase 4	23,420	-	23,420
2. Belle Isle Property Acquisition	1,122	-	1,122
3. Seymour River Place Property Acquisition	1,331	-	1,331
4. Mission Creek Debris Basin	1,084	678	406
<i>Resolution through Financial Plan</i>			
5. Placeholder budgets	(3,834)	-	(3,834)
6. Inter River ATF Pre-Loading	2,300	2,000	300
7. NSEM Improvements	100	-	100
8. External funded projects	264	-	264
9. Reclassifications and renewal	252	-	252
			23,361

1. Lower Lynn Interchanges (LLI) Phase 4

On November 14, 2016 Council approved the cost share framework with the Federal Government and the Province for the LLI project. On August 16, 2018 the District signed a Memorandum of Understanding with the Ministry of Transportation and Infrastructure regarding the improvements to the Lower Lynn area having an estimated total cost of \$198 million. This financial plan amendment includes the remaining provisions for the District's share of the LLI project through "Phase 4 - Lynn Creek Connectivity Improvements". In order to meet its remaining obligations the District will acquire lands on the north side of East Keith Road valued at \$23.4 million and then transfer a portion of those lands to the Province. The remaining lands are planned to be sold to reduce the District's cost for the lands to \$13.3 million and replenish reserves. Due to the timing difference between the purchase and sale of lands financing will include \$5 million in internal borrowing from the Infrastructure Replacement Reserve to the Land Opportunity Fund which will be paid back upon completion of the sale. In addition to the purchase and transfer of lands the District must make a \$4 million cash contribution upon completion of LLI Phase 4, which is now expected to be in the Spring of 2021.

2. Belle Isle Property Acquisition

Council directed staff to obtain a private property to be converted to parkland as part of a land exchange in Lions Gate Town Centre. This \$1.1 million acquisition has been contemplated since the adoption of the 2011 Official Community Plan (OCP) and is an essential piece of pedestrian connectivity from the green space of Belle Isle Park through to Capilano Road.

3. Seymour Place Property Acquisition

Council directed staff to acquire a single family home in Maplewood as part of the Maplewood Village Centre and Innovation District Implementation Plan and Design Guidelines in 2017. This property was one of three properties that had their designation changed to Parks, Open Space and Natural Areas in order to expand the park amenities and, over time, provide a park presence adjacent to Maplewood Farm. The acquisition was funded through Parks DCC.

4. Mission Creek Debris Basin

This project includes the construction of a debris basin, culvert upgrade and berm at the BC Hydro Powerline Trail. The lowest tender price was \$406k higher than the budget of \$678k. This was more than offset by a grant of \$663k awarded through the Community Emergency Preparedness Fund. The excess of \$257k is returned to the Sewer and Drainage Reserve.

5. Placeholder budgets

Several projects had placeholder budgets established pending additional information including the Mountain Highway underpass, non-market housing, decommissioning of the old Delbrook site, and Library's Digital Story Lab. Based upon new information and direction from Council, funding sources have been updated and in some cases budgets returned where funding was not required or projects are deferred to 2019. The net impact is a \$3.8 million reduction to the Capital Plan and the following changes to District reserves: \$3.5 million increase to the Land Opportunity Fund, a \$1.5 million increase to

the Development Reserve, \$162k increase to Community Amenity Contributions, and appropriations from the Infrastructure Reserve of \$1.2 million and from Library's surplus of \$162k.

6. Inter River ATF Pre-Loading

The Inter River Artificial Turf Field project includes pre-loading of the site in the early stages. Although the project achieved savings through the use of materials from the Metro Vancouver waste water treatment plant site the lowest tender price came in 15% higher than expected resulting in \$300k in additional costs. Funding is provided from capital contingency \$200k, Parks DCC's \$25k, and the North Vancouver Community Sports Council \$75k.

7. North Shore Emergency Management (NSEM) Improvements

On April 11, 2018 the NSEM Executive Committee supported a \$120k refresh of the NSEM offices and \$90k for the purchase of two new vehicles with funding provided through NSEM reserves established for this purpose. The District's share is \$100k.

8. External funded projects

Over the course of the year minor grants and development funding were brought into the budget resulting in a net increase of \$264k to the capital plan.

9. Reclassifications and renewal

Housekeeping changes totalling \$252k include reclassification of projects from operating to capital and additional draws from reserves for equipment replacement and emergency repairs to facilities.

Summary of Changes – Operating Plan:

Since May 14, 2018, Council supported changes to the Operating Plan through resolution and direction to amend the Financial Plan. The changes are summarized in Table B with details noted below:

Table B (in \$000's)

Operating Expenditures	Total Cost	Funding Already Approved	2018 Fall Amendment
<i>With Council Resolution</i>			
1. North Shore Sea Level Rise Study	320	25	295
2. Deep Cove and Lynn Canyon TPMS	120	-	120
3. Bylaw Enforcement	103	-	103
	-		
<i>Resolution through Financial Plan</i>			
4. Wild Fire Response	430	-	430
5. Organics Processing Study and RFP	40	12	28
6. Project Delivery Services	165	-	165
7. Housekeeping	(194)	-	(194)
			947

1. **North Shore Sea Level Rise Risk Management and Adaptive Management Strategy**
This study is included in the budget at a cost of \$320k after attracting grant funding from the Federation of Canadian Municipalities (\$175k), the First Nations Adapt Program through Squamish First Nation (\$60k) and the Vancouver Fraser Port Authority (\$15k). The balance of funding is from the three North Shore Municipalities with the District's \$25k share already funded.
2. **Deep Cove and Lynn Canyon Traffic and Parking Management Strategy (TPMS)**
At a workshop in February 2018 Council discussed its approach to traffic and parking management for Deep Cove and Lynn Canyon for the 2018 tourist season. A strategy was developed and Council directed staff to implement the strategy in the spring. Annual costs for measures included are estimated at \$120k and will be reassessed for 2019.
3. **Bylaw Enforcement**
In response to concerns raised regarding parking and traffic in Deep Cove, Council directed staff to increase bylaw services in the spring of 2018. Resources were added at a cost of \$103k to improve service quality and efficiency. Ongoing costs are funded by property tax growth.
4. **Wild Fire Response**
The Office of the Fire Commissioner (OFC) called upon the District Fire Services this year to assist in controlling wildfires. The OFC provides flat rates for participating municipalities to recover their deployment costs. The District Fire Service participation results in a \$490k claim which will offset \$430k in operational expenses and training and enable investments in related equipment to improve wild fire response capabilities in the District.
5. **Organics Processing Study and Request for Proposal (RFP)**
Metro Vancouver is handing over organics processing to municipalities starting in 2019. A consultant will develop and produce a Request for Proposal for the operation, transport and processing of organic material delivered to the North Shore Transfer Station. The \$40k cost will be shared by the three North Shore municipalities based on recycling (47.4% District).
6. **Project Delivery Services**
The Lynn Valley Road Underpass and Waste Water Treatment Plant projects will be supported by the District's Project Delivery Office. Related development revenue was reserved for this work at the end of 2017.
7. **Housekeeping**
Reclassifications between operating and capital and budget corrections total -\$194k.

Timing/Approval Process:

The Financial Plan must be amended for spending authority to be in place for related expenditures prior to year-end.

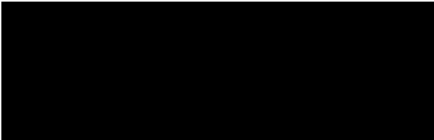
Financial Impacts:

Changes in the use of funds in the Financial Plan Bylaw are summarized below. Contributions to reserves are adjusted for changes noted in this report, land sale proceeds and the establishment of housing reserve (\$9.0m). Initial contributions to the housing reserve are set at \$500k per year and were achieved through improvements to development services cost recovery.

Table C Bylaw Reconciliation - Use of Funds	(in \$000's)		Change
	Amendment #1 Spring	Amendment #2 Fall	
Operating Expenditures - Table B	160,620	161,567	947
Capital Expenditures - Table A	65,891	89,252	23,361
Debt Service	4,041	4,041	-
Contributions to Reserves	62,175	71,210	9,035
	292,727	326,070	33,343

See attached for Financial Plan Approval Bylaw 8294.

Respectfully submitted,




Rozy Jivraj, CPA, CA
 Section Manager, Financial Planning

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

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

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

November 27, 2018

File:

AUTHOR: Mike Little, Mayor

SUBJECT: **Miscellaneous Expense Requests Greater than \$1,000 or Repeat Requests**

RECOMMENDATION:

THAT Council approve the following requests for funding:

- Operation Red Nose - \$2,000
- District of North Vancouver Fire Fighters Charitable Society - \$1,000

REASON FOR REPORT:

Two requests for funding have been received by the Mayor's office. Miscellaneous requests up to \$1,000 are administered by the Mayor's office. Any amount greater than \$1,000 must be approved by Council. Repeat requests must also be approved by Council.

- Operation Red Nose - Historically both the City of North Vancouver (City) and the District of North Vancouver (District) have each supported Operation Red Nose with contributions of \$1,000. For 2018, the City has increased this to \$2,000 and Operation Red Nose has asked the District for a matching donation.
- The District of North Vancouver Fire Fighters Charitable Society (FFCS), as part of their Christmas funding raising, has historically been supported with a \$1,000 contribution. However, earlier in 2018 they received a \$250 contribution from the District for various funding raising efforts.

BACKGROUND:

Through Council resolution, the Mayor is authorized to grant a maximum of \$1,000 (plus applicable taxes) per request except when a request has already been denied by the District. Any request in excess of \$1,000 (plus applicable taxes) or repeat request will require the approval of Council.

EXISTING POLICY:

Miscellaneous Funding Requests to Council 5-1850-8

ANALYSIS:

Timing/Approval Process:

Approval in December.

Concurrence:

Finance has reviewed these requests in relation to policy and confirms that funding is available.

Financial Impacts:

Contributions to Operation Red Nose for \$2,000 and to the FFCS for \$1, 000.

Options:

Operation Red Nose

1. Approval of funding request for \$2,000
2. Approval of funding request for \$1,000 (historical level of support)
3. Do not approve of funding request.

FFCS

1. Approval of funding request for \$1,000
2. Approval of funding request for \$750 (historical level of support as \$250 has already been contributed).
3. Do not approve of funding request.

Respectfully submitted,

Mike Little
Mayor

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



CORPORATE POLICY MANUAL

Section:	Finance	5
Sub-Section:	Grants	1850
Title:	Miscellaneous Funding Requests to Council	8

REASON FOR POLICY

Council receives occasional miscellaneous funding requests from the community at large. In general these requests and the discussion to either support or not support a particular request draws limited Council time away from their strategic focus.

AUTHORITY TO ACT

Through Council resolution, the Mayor is authorized to grant a maximum of \$1,000 (plus applicable taxes) per request except when a request has already been denied by the District. Any request in excess of \$1,000 (plus applicable taxes) or repeat request will require the approval of Council. A Council Operating Contingency of \$10,000 will be established and may be used in any given year on a one-off basis, to fund miscellaneous requests received through the Mayor’s office. In the event that any request results in the \$10,000 limit (plus applicable taxes) being exceeded the approval of Council is required.

At the Mayor’s discretion the Mayor may decide to consult, inform and/or assess support for a particular request prior to taking action. The Mayor will inform Council of any granted requests at the next available public meeting.

The Chief Financial Officer co-signs expenditure requests to release funds.

PROCEDURE

If the Mayor supports a request, the Mayor’s office will engage staff to ensure that the request has not been denied, no other funding options are available and confirm that the requestor is not eligible or has not received funding from other District sources.

- If a request is not eligible for, or has not received other funding from the District, the Mayor shall advise the requestor in writing that the funding is “one-time” only and that no other District funding will be made available to this requestor in the current year.
- If a request is eligible for District funding from other sources, the Mayor shall advise the requestor in writing that the funding is “one-time” only and that any further funding requests should be made through normal grant funding channels. Consideration to fund a request eligible for funding from other sources should include the timing of the annual grant funding application and approval process.

OVERSIGHT

The Mayor will advise Council at the next available public meeting on the nature of each funding request that has received support and the amount of funding supporting each request.

Approval Date:	February 6, 2012	Approved by:	Regular Council
Amendment Date:		Approved by:	
Amendment Date:		Approved by:	



October 24th, 2018

His Worship Mayor Mike Little and Council
District of North Vancouver
355 West Queens road
North Vancouver B.C. V7N 4N5

Donate?

Dear Mayor Little, and Council,

Re: SPONSORING OPERATION RED NOSE 2018

First Off Congratulations to all of you and your Election Victories!

And thank you for your ongoing support of Rotary and Operation Red Nose!

As you know Operation Red Nose needs the support of our civic leaders, And I know that we district folk don't want to be shown up by the City council, who last year DOUBLED the donation of the district. Of course, we don't expect the District to be able to Double the donation of the City but if you were able to MATCH it, that would certainly help our cause.

The success of the Operation Red Nose service and campaign relies totally on the participation of volunteers and sponsorships. The service is provided free of charge, but donations are very welcome. Please consider encouraging members of your organization to use Operation Red Nose's services at any social function you arrange to celebrate the holiday season.

The District of North Vancouver's participation in this program will represent a direct contribution toward a safer community over the holiday season. All proceeds from Operation Red Nose are used to support youth programs here on the North Shore.

The District of North Vancouver has been a very generous in the support of Operation Red Nose.

Can we include you again, as one of this year's program sponsors?

Sincerely,

Hootie

Hootie Johnston
Sponsorship Coordinator
2018 Operation Red Nose North Shore

Enc.

Match if we can under the rules for a Mayor's Grant



Tracie Finnigan

From: Christopher Van Duynhoven
Sent: November 12, 2018 11:15 AM
To: Tracie Finnigan
Subject: RE: Park & Tilford Light Festival

Follow Up Flag: Follow up
Flag Status: Flagged

*Yes. Donate?
Match the City?
What have we donated
in the past?*

Hi Tracie,

Thank you for getting back to me.

The Park & Tilford Hi-Light festival runs from Nov. 30 – Dec 31. This has been a very popular holiday event for the local communities of North Vancouver District, and North Vancouver City. Both the North Vancouver District Fire Department Charitable and North Van City Fire charitable come together each year to volunteer their free time to string up lights, and great people of the community that come to enjoy the lights on a nightly basis. Like years previous we also have Family Nights, where the firefighters have rides for children around the parking lot in a fire truck, which as you can imagine is a huge hit!

We have always greatly appreciated the past donations from District hall and would be very thankful if this is again possible. All of the money from the event goes towards our two local Charites and is then dispersed through multiple programs within North Vancouver.

If you have, any more questions please feel free to contact me at the bellow number.

Thanks again
Chris van Duynhoven
District of North Vancouver Firefighters Charitable Society
[REDACTED]

From: Tracie Finnigan
Sent: November-09-18 11:36 AM
To: Christopher Van Duvnhoven [REDACTED]
Cc: Tracie Finnigan [REDACTED]
Subject: Park & Tilford Light Festival

Good morning Chris, thank you for getting in touch with the Mayor's office regarding a donation request for the District of North Vancouver Fire Fighters Charitable Society Park & Tilford Light Festival. I would be happy to bring your request forward to Mayor Little if you could please provide written details of this year's event.

Looking forward to your reply.

Tracie Finnigan
Executive Assistant to
Mayor Mike Little & Chief Administrative Officer David Stuart

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