

AGENDA

REGULAR MEETING OF COUNCIL

Monday, March 4, 2019

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, March 4, 2019
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. March 4, 2019 Regular Meeting Agenda

Recommendation:

THAT the agenda for the March 4, 2019 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. Jay Frezell, Kevin Dancs & Rob Brown, North Shore Winter Club p. 9-10
Re: Need for Relocation

6. ADOPTION OF MINUTES

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. Review of Core Funding Request by Community Housing Action Committee p. 13-35

File No. 13.6440.01/000.000

Report: Senior Community Planner, February 22, 2019

Attachment A: Municipal Community Service Grants Policy

Attachment B: CHAC 2018 Work Plan

Attachment C: North Shore Community Resources Response to Concerns Raised

Recommendation:

THAT \$11,517 in ongoing core grant funding for the Community Housing Action Committee is approved;

AND THAT the Financial Plan be amended for this change prior to year-end.

9.2. Parkgate Community Services Society 2019 Core Funding p. 37-54

File No. 05.19.30/Grants & Sponsorships/2019

Report: Community Planner, February 15, 2019

Attachment A: 2019 Work Plan

Recommendation:

THAT \$230,000 in core funding to Parkgate Community Services Society to replace the Partner Program Community Funding Model is approved.

9.3. 2019 Parcel Tax Roll Review p. 55-56

File No. 05.1930

Report: Manager – Revenue and Taxation, February 22, 2019

Recommendation:

THAT, pursuant to Section 204(2)(b) of the *Community Charter*, the sitting of the 2019 Parcel Tax Roll Review Panel for the Parcel Tax Roll, be held in the Council Chamber on Monday, the 15th of April 2019 at 4:30 p.m.

9.4. UBCM Community Emergency Preparedness Fund – Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning: Application for Funding for Debris Geohazard Risk Mitigation Options Analysis **p. 57-63**
File No. 11.5225.01/002.000

Report: Section Manager – Engineering, Planning and Design, February 21, 2019
Attachment A: CEPF 2019 Flood Planning Application

Recommendation:

THAT the application for grant funding through the *UBCM Community Emergency Preparedness Fund – Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning* for further work related to Debris Geohazard Risk Mitigation Options Analysis is supported.

9.5. Recommended Museum Deaccessions #11 **p. 65-73**
File No. 17.9100.40/013.2019

Report: Director – North Vancouver Museum and Archives, February 20, 2019
Attachment 1: Accessioned Objects Owned by the District of North Vancouver
Attachment 2: Accessioned Objects Jointly Owned by the City and District of North Vancouver

Recommendation:

THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 93 artifacts owned solely by the District of North Vancouver as outlined in the February 20, 2019 report of the Director – North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #11;

AND THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 19 artifacts owned jointly by the District and the City of North Vancouver as outlined in the February 20, 2019 report of the Director – North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #11;

AND THAT the NVMA Commission is authorized to dispose of 637 unaccessioned objects that have been found in the Museum Collection as outlined in the February 20, 2019 report of the Director – North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #11.

10. REPORTS

10.1. Mayor

10.2. Chief Administrative Officer

10.3. Councillors

10.4. Metro Vancouver Committee Appointees

10.4.1. Housing Committee – Councillor Bond

- 10.4.2. Aboriginal Relations Committee – Councillor Hanson**
- 10.4.3. Regional Parks Committee – Councillor Muri**
- 10.4.4. Liquid Waste Committee – Mayor Little**
- 10.4.5. Mayors Board – Mayor Little**
- 10.4.6. Mayors Committee – Mayor Little**
- 10.4.7. Mayors Council - TransLink – Mayor Little**
- 10.4.8. Performance & Audit Committee – Mayor Little**
- 10.4.9. Zero Waste Committee – Mayor Little**

11. ANY OTHER BUSINESS

12. ADJOURNMENT

Recommendation:

THAT the March 4, 2019 Regular Meeting of Council for the District of North Vancouver is adjourned.

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: North Shore Winter Club

Title of Presentation: Need for Relocation

Name of person(s) to make presentation: Jay Frezell, Kevin Dancs & Rob Brown

Purpose of Presentation:

☒ Information only

☒ Requesting a letter of support

☐ Other (provide details below)

Please describe:

The NSWC has an aging facility and needs to relocate to secure safe and successful future. Our membership vote 94% in favor of relocation and has approved in principal to relocate to lands owned by Darwin Properties at 2420 Dollarton Hwy. The Club has a contract with Darwin Properties to construct a new facility for us on their lands. Once that facility is fully constructed we will trade our existing property to them in exchange. We would like to present our case for the relocation.

Contact person (if different than above): Jay Frezell

Daytime telephone number: 604-671-9655

Email address: jayf@jfc-solutions.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

Jay Frezell, President NSWC

12/8/2018

Name of Delegate or Representative of Group

Date

Signature

For Office Use Only

Approved by:

Municipal Clerk

Deputy Municipal Clerk



Rejected by:

Mayor

CAO



Appearance date:

March 4, 2019

Receipt emailed on:

December 11, 2018

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.

REPORTS

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>MARCH 4, 2019</u>
<input type="checkbox"/> Other:	Date: _____

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

February 22, 2019
File: 13.6440.01/000

AUTHOR: Natasha Letchford, Senior Community Planner

SUBJECT: Review of Core Funding Request by Community Housing Action Committee

RECOMMENDATION:

THAT Council approve \$11,517 in ongoing core grant funding for the Community Housing Action Committee, and

THAT the Financial Plan be amended for this change prior to year-end

REASON FOR REPORT:

At the January 21, 2019 Regular Meeting a motion was passed by Council to further review the Community Housing Action Committee (CHAC) request for core funding.

SUMMARY:

North Shore Community Resources Society (NSCRS) received a short term funding commitment from the District that expires in 2019 to fund CHAC. NSCRS is requesting \$11,517 in core funding for CHAC. This report reviews the history of funding requests by NSCRS for CHAC; reviews CHAC's activities against the Municipal Community Services Grants policy; and provides a brief overview of CHAC's work.

BACKGROUND:

The Community Housing Action Committee (CHAC) formed when a committee from the 2002 North Shore Poverty Forum merged with the existing Community Housing Advisory Committee for the North Shore Community Resources (NSCR). As further background, the NSCR was established in 1976 as a registered not-for-profit whose mandate is to promote a healthy, strong, and connected community across the North Shore municipalities. NSCR currently provides a broad spectrum of resources and services to residents.

CHAC has received various funding from District Council over the past five years as outlined in the table on the following page.

Council Date	Report Author	Funding Source	Number of Years	Value of Grant
May 4, 2015	Mayor Walton	Misc. Funding Requests to Council Account	1	\$2,000
April 11, 2016	Mayor Walton	Council Contingency Fund	1	\$10,875
Sept. 12, 2016	Staff	Core Funding	3	\$30,000
January 21, 2019	Staff	Referred back to staff	1	\$11,517 (requested)

Prior to 2015 CHAC was funded through grants received by the North Shore Community Resources Society (NSCRS).

Core Funding

The District's Core Funding portfolio provides funding security for important low or no cost community services and programs for District residents. The groups that receive core funding help to achieve one of the broad OCP goals to "foster a safe, socially inclusive and supportive community that enhances the health and well-being of all residents." The groups that received core funding in 2019 include:

- NS Childcare Resource and Referral
- Family Services of the North Shore
- Lynn Valley Services Society – Mollie Nye House
- Capilano Community Services Society
- Hollyburn Family Services Society – Youth Safe House
- North Shore Childcare Resource and Referral
- Silver Harbour Centre Society
- Lookout Housing and Health Society
- North Shore Restorative Justice Services
- Harvest Project

Municipal Community Services Grants

The purpose of municipal community service grants are to provide financial support to non-profit organizations which are working with each other, government, and residents to address North Shore community social issues and needs, and bring about positive social change for North Vancouver District Residents.

Applications for Municipal Community Services Grants are reviewed annually by the Community Services Advisory Committee (CSAC). The Community Services Advisory Committee was established to provide an arms-length and rigorous review of funding requests consistent with established Council policy. The Community Services Advisory Committee allocates approximately \$280,000 per year to various non-profit groups. The amount of individual grants can vary from \$500 to approximately \$9,000 or more and can fund operating or program costs. Groups that received funding in 2018 include, but are not limited to:

- Vancouver Adaptive Snow Sports – Learn to Ski Program (\$3,500)
- Cerebral Palsy Association of British Columbia – Tea, Talk, and Crumpets Program (\$500)
- Boys and Girls Club of South Coast BC – Norvan Club Operating (\$10,000)

The deadline for Municipal Community Services Grants was January 31, 2019. CHAC did recently apply for a Municipal Community Services Grant as their core funding from Council would not yet be determined by the January 31, 2019 deadline for Municipal Community Services Grants. If CHAC were to receive core funding they would withdraw their Municipal Community Services Grant application.

EXISTING POLICY:

- Municipal Community Service Grants Policy (**Attachment A**)

ANALYSIS:

Council determines core funding grants on a case by case basis. CHAC has applied for a \$6,000 Municipal Community Service Grant; however, the decision on the grant will not be confirmed until May/June 2019. CHAC will withdraw their Community Service Grant application if Council approves their core funding request.

The following brief analysis shows CHAC's work vis a vis the Municipal Community Service Grants Policy. Further background on CHAC's work in North Vancouver follows this section.

1.1 meet the guidelines of section 176.1(c) of the Local Government Act: "to provide assistance for the purpose of benefiting the community or any aspect of the community"

CHAC provides ongoing advocacy and education on the need for affordable housing in North Vancouver

1.2 offer services to the citizens of the District of North Vancouver and justify the need for that service

Housing affordability continues to be an issue in North Vancouver. CHAC is dedicated to educating the public for support for an increase in affordable housing for lower and moderate income and vulnerable populations. They achieve this through the facilitation of partnerships on the North Shore, research, workshops, and public events.

1.3 Show evidence of ongoing, active volunteer involvement

There are approximately 20 to 25 volunteers who have provided just under 1000 hours in 2018.

1.4 Present proof of financial responsibility and accountability

The North Shore Community Resources non-profit, which serves as the parent organization for CHAC, provided a budget for April 1, 2019 to March 31, 2019 as well as financial statements for 2018.

1.5 Be seen to be seeking monies from other funding sources, or contributing their own funds to the project

CHAC has requested funding from the City of North Vancouver (\$11,578) through core funding. This request is included in the City's 2019 budget which has not yet been approved.

What does CHAC do?

The CHAC Terms of Reference outlines their mandate and activities they undertake. In summary, their mandate is to:

- advocate for the increase of affordable housing with a focus on lower and moderate income and vulnerable populations;
- encourage all levels of government to support the retention and construction of affordable housing
- facilitate partnerships for the development of affordable housing
- organize and participate in workshops, forums, and public events to learn and advocate for affordable housing
- partner with North Shore or other community organizations with similar concerns

Over the past three years, CHAC has fulfilled its mandate by undertaking the following:

- formal presentations to Council;
- informal consultations with elected officials;
- informal consultations with city staff;
- collaboration with other organizations;
- consultations with developers;
- compiling a weekly list of rental units listed for \$1,500 or less on the North Shore and providing the list to non-profits and individuals;
- providing support to individuals urgently seeking housing (estimated 15 people per year); and,
- public education.

Past examples of CHAC's work includes:

- 2017: "Knock Knock: Exploring the Prospects for an Empty Homes Tax on the North Shore" a report done by a UNBC law student and funded by the Law Foundation
- 2016: "Comparing Housing Policies on the North Shore" completed by a UVic law student and funded by the Law Foundation
- 2019 (anticipated): "Real Estate 101" Presentation
- Meeting with developers such as Mosaic and Darwin to discuss opportunities for affordable housing
- Assisting local residents to find housing information they request

- Cultivating relationships with other organizations such as Hollyburn Family Services, North Shore Homelessness Task Force, and Lookout North Shore.

CHAC provides a tri-municipal voice and platform for discussion, sharing of ideas, advocacy, and research into housing affordability on the North Shore.

The Community Housing Action Committee work plan for 2018 can be found as **Attachment B**.

Attachment C is the North Shore Community Resources response to concerns raised by community members at January 21, 2019 Council Meeting.

Timing/Approval Process:

The funding for NSCRS's CHAC program ran out in December 2018. If Council decides not to provide core funding for CHAC for 2019, then CHAC would be eligible for consideration for a Municipal Community Services Grant. CHAC has submitted an application for a Municipal Community Services Grant, as stated earlier, CHAC would withdraw their application if they receive core funding.

Concurrence:

Finance has reviewed this report.

Financial Impacts:

If Council decides to provide CHAC ongoing funding through a core grant the financial plan will need to be amended for this change. The financial plan currently includes a one-time allocation of \$11,517 for CHAC in 2019.

Alternatively, Council may ask CSAC to consider CHAC's request through the Municipal Community Services Grant program. There is a finite amount of dollars available to the Municipal Community Services Grant program (approximately \$280,000) and CHAC may not be fully funded or funded through the Municipal Community Services Grant program.

Liability/Risk:

CHAC has told staff they would not be able to sustain the CHAC program without funding from the District.

Social Policy Implications:

There are many pressures on municipal funding for social services. Providing support to non-profit organizations that provide services prioritizing the overall health and vitality of District residents helps to achieve Council's policy goals as set out in the Social Inclusion and Well Being section of the OCP. Council may determine that funding CHAC will help the District achieve its OCP goal to "foster a safe, socially inclusive and supportive community that enhances the health and well-being of all residents."

Conclusion:

Affordable housing is a critical issue facing our community. CHAC provides a community based voice on issues related to affordable housing. CHAC would have to seek alternative

funding sources to continue their work if they are not provided a core grant. Staff have previously recommended that CHAC be supported through core funding. If Council chooses not to core fund CHAC they can recommend that CHAC seek funding through the Municipal Services Grant program.

Options:

1. THAT Council provide ongoing core grant funding to the Community Housing Action Committee starting with a grant of \$11,517 for 2019 (staff recommendation).

OR

2. THAT Council deny the Community Housing Action Committee request for core grant funding and direct them to apply for a Municipal Community Services Grant.

Respectfully submitted,


FOR Natasha Letchford
Senior Community Planner

Attachments:

- A. Municipal Community Service Grants Policy
- B. CHAC 2018 Work Plan
- C. North Shore Community Resources response to concerns raised

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 checked="" 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	_____		

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The Corporation of the District of North Vancouver

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

PROCEDURE1.0 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:	

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Community Housing Action Committee (CHAC) A Service of the North Shore Community Resources Society

District of North Vancouver Funding Accountability Report and 2018 Work Plan

Mission

The North Shore Community Resources Society's CHAC program works collaboratively with community partners to address community housing issues, including affordable housing.

Philosophy

The Program is dedicated to advocating for an increase in affordable housing for lower and moderate income and vulnerable populations on the North Shore who have difficulty accessing affordable housing. CHAC encourages local, provincial and federal governments to provide incentives to retain and build more affordable housing on the North Shore, by continually raising the awareness that affordable housing is essential to a healthy society. CHAC facilitated the formation of partnerships for the development of affordable housing for lower income and vulnerable North Shore populations. CHAC undertakes research on affordable housing issues and presents solutions to elected representatives, developers and policy makers. CHAC organizes and participates in workshops, forums, and public events that provide North Shore residents, governments and private interests to learn about, identify issues and solutions while advocating for affordable housing on the North Shore.

Staff

The Program employs 2 individuals (0.34 FTEs).

In-Kind Volunteer Contributions

CHAC has between 20-25 volunteers who are committee members or who provide other volunteer contributions. A very conservative estimate of the value of their contributions to be close to \$30,000.

Statistics:

See Below

Community Housing Action Committee	Purpose	Outcome Indicators	Outputs/Activities (to end of Sept. 2017)	Outputs for 2018
1. Submissions, Delegations, Meetings with DNV Council	CHAC makes formal submissions, both oral and written, to the District of North Vancouver Council regarding housing developments, zoning, bylaws, housing policies, official community plans and other matters related to affordable housing.	DNV Council will be more receptive to proposals regarding affordable housing for the purpose of enhancing affordable, accessible and appropriate housing choices.	4 Submissions E.g. Delbrook Lands, Homelessness Staff Report, Rental and Affordable Housing Strategy	8 Submissions Examples: In-person and written submissions at First Reading and Public Hearings: Emery Village (multiple); Maplewood; Kiwanis; District Workshops (multiple)
(b) Informal Consultations with District Councillors	CHAC communicates with District Councillors to discuss affordable housing related issues whether that be proposed developments, zoning, bylaws, official community plans, housing policies and funding for affordable housing and other matters related to affordable housing.	Elected officials will be influenced to make decisions that will increase affordable, accessible and appropriate housing choices on the North Shore.	16 Consultations	8-10 In-Person Consultations
(c) Communications with Municipal Planners	CHAC frequently communicates (via meetings, telephone, email) with municipal planning staff to discuss housing developments, zoning, bylaws, housing policies, official community plans and other	Municipal staff will provide more information to municipal councils that will increase affordable, accessible and appropriate housing choices on the North Shore.	55 Communications (via email/telephone/in-person)	65 Communications

<p>2. Consultations & Communications with Developers</p>	<p>matters related to affordable housing.</p> <p>CHAC seeks to influence developers directly to include affordable, accessible and appropriate housing options and other innovative approaches to affordable housing in their developments. To this end, CHAC regularly responds to developers requests to review their plans for upcoming projects to explore where below-market or other provisions of affordable housing may be included in their plans.</p>	<p>Developers will prioritize and make room for more affordable, accessible and appropriate housing in their development proposals.</p>	<p>14 Consultations/Communications</p> <p>Examples:</p>	<p>20 Consults/Communications</p> <p>Examples:</p> <p>Phoenix Breakfast Group; Vancity; LPA tenant Relocation Consultants; Catalyst Development Society; Mosaic Homes; Darwin Construction; Pure Bond Street.</p>
<p>3. Public Education</p>	<p>CHAC will continue to make presentations at numerous public meetings, host community workshops and forums, organize all-candidates' meetings and debates, and undertake media work, all with the purpose of providing information and education about affordable accessible housing and to undertake advocacy, broadly understood, to improve affordable housing options on</p>	<p>The public will be better informed about affordable housing on the North Shore and will become more engaged with local elected representatives to advocate for more affordable, accessible and appropriate housing choices on the North Shore.</p>	<p>15 Public Education Related Activities</p> <p>In March 2017, CHAC co-sponsored the Squeezed Out? Squeeze In! public forum on affordable housing with a focus on younger adult participation; over 100 attended with approximately 2/3 under 45 years of age. In October 2018, CHAC will host UBC Professor Tom Davidoff to discuss his ideas re solutions to the affordability crisis; all municipal councilors and staff are invited to attend. Various media work (e.g.</p>	<p>Public Education Activities</p> <p>Met with four municipal election candidates to discuss housing issues; presentation with LLBC re: landlord-tenant issues; 5-8 CHAC interviews in local and Metro media and will host Vancity "Real Estate 101" presentation on October 18, and "Developer 101" in November. Presentations NSHTF; and to Lionsview .</p>

<p>4. Research</p>	<p>the North Shore.</p> <p>CHAC, either on its own or in collaboration with other organizations, will undertake research related to affordable, accessible and appropriate housing in order to provide important data and/or analysis to educate and advocate regarding affordable housing on the North Shore. CHAC's ability to undertake research is dependent on securing funding from other sources (e.g. summer law student grant)</p>	<p>More research will create greater public awareness about affordable housing issues and positively influence all stakeholders, developers to municipal councils and beyond, to make decisions that improve affordable housing options on the North Shore.</p>	<p>Empty Homes Op-Ed in NS News)</p> <p>1 Major Research Project (Empty Homes Tax Report)</p>	<p>Research Project None yet.</p>
<p>5. Collaboration with Community Partners</p>	<p>CHAC enjoys ongoing, collaborative, robust partnerships with a number of North Shore community agencies such as NSDR, NSNH, Hollyburn Family Services, Lookout North Shore, NS Homelessness Task Force and others. Some representatives are long-standing members of CHAC, while others attend when they are able. CHAC will also continue to reach out to develop relationships with other affordable housing advocacy organizations, advocates and housing-</p>	<p>Current relationships will be strengthened resulting in a greater and more effective network of advocates for affordable housing on the North Shore.</p> <p>New relationships will be formed resulting in a greater and more effective network of advocates for affordable housing on the North Shore.</p>	<p>11 Collaborations</p> <p>E.g. In 2017, we partnered with Generation Squeeze on the public forum and with Landlord BC on a variety of initiatives while working with CMHC, BC Housing, UBC Scarp, etc.</p>	<p>Collaborations Met with NV Chamber of Commerce; Currently re: DNV and Vancity project; met with private Shelter proponent; met with modular housing developer.</p>

<p>6. CHAC Meetings, Membership and Resources</p>	<p>focused academics in Metro Vancouver, and beyond, in order to understand, research, best practices regarding affordable housing and housing advocacy work.</p> <p>CHAC meets regularly to discuss strategies to improve the state of affordable housing on the North Shore. These strategies include developing and reviewing documentation related to submissions, discussing ideas on how to enhance education and advocacy regarding affordable housing issues to all sectors, identifying and undertaking research initiatives, and supporting and collaborating with community partners on housing related activities and projects. Activities of the meetings include communications to members, guests, and production of agendas and minutes. In order to maintain its legitimacy, influence and effectiveness, CHAC must continue to recruit new committee members who will contribute to CHAC's work and represent the diversity of individuals from the community interested in affordable housing. CHAC works to</p>	<p>CHAC will run efficient, productive meetings. CHAC will become more representative of the North Shore community and beyond while renewing its capacity to achieve its mandate. CHAC will have greater human and financial resources to effectively pursue and achieve its mandate.</p>	<p>Convened 8 CHAC Meetings (to date)</p> <p>Recruited 3 new CHAC members (Adele Wilson, Parkgate, David Hutiak, Landlord BC and Barry Fenton, former VanCity executive and North Van resident</p> <p>Received funding to hire a summer law student to work on CHAC related issues, among other work; the law student was the principal researcher on the Empty Homes Tax Report. NSCR has applied for a substantial Community Gaming grant for CHAC</p>	<p>11 CHAC Meetings</p> <p>Presentations from municipal planners and various developers; conducted seven, small working group meetings with developers. Interviewed four prospective new CHAC members; Continue to apply for law student and other funding.</p>
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	enhance its own resources to do its work including recruiting new CHAC members and volunteers and seeking other funding to continue its work.			
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February 25, 2019

Mayor and Council
 District of North Vancouver
 c/o Dan Milburn, General Manager
 355 West Queens Road
 North Vancouver, BC
 V7N 4N5

Dear Mayor and Council:

RE: Core Funding for NSCR's Community Housing Action Committee

Further to your Council meeting of January 21, 2019 where you considered the question of continued core funding for North Shore Community Resources' (NSCR) Community Housing Action Committee (CHAC), I am writing to provide further information for your consideration prior to your making a decision.

My letter addresses three matters. The first two are NSCR's responses to submissions made by Lyle Craver and Peter Teevan at the January 21, 2019 meeting. The third is a response to Mayor Little's suggestion that it would be more appropriate for CHAC to receive a community grant rather than core funding.

Before doing so, let me take a moment again to thank the District of North Vancouver for District funding that we have received in the past and to continue to receive for other NSCR programs. This funding is a sound investment in services and programs that have a beneficial impact in the community. Please see our Annual Report for more detailed information about the community benefit of our work:

<http://www.nscr.bc.ca/pdf/NSCR-annual-report-2018.pdf>

With respect to the two submissions by Mr. Craver and Mr. Teevan, we respect the fact that District residents will have views about funding and many other matters that come before you. As an organization that works to encourage democratic participation, we support and encourage citizens' to convey their views to elected representatives.

Capilano Mall - Suite 201- 935 Marine Drive, North Vancouver, BC V7P 1S3
 Tel: (604) 985-7138 Fax: (604) 985-0645

www.nscr.bc.ca

That said, we believe that it is important that you consider some facts and information relevant to their submissions.

With respect to Mr. Craver, aside from the fact that he disagreed with CHAC's position on Emery Village, his primary objection to core funding for CHAC is that it is inappropriate because it is outside the terms of reference of the District's funding guidelines.

We have reviewed again those guidelines entitled "Municipal Community Service Grants" with the latest Amendment Date of June 21, 1999. The document is stamped "Attachment B" as it was included in the Council Agenda package of January 21, 2019.

Under "Procedure 1.0 Criteria for Grant Applications", there is a list of five criteria for groups to meet to be eligible for funding including:

- 1.1: meeting the guidelines of section 176.1 of the *Local Government Act* (which no longer appears in the current version of the Act);
- 1.2 offer services to the citizens of the District and justify the need for that service;
- 1.3 show evidence of ongoing, 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.

We submit the North Shore Community Resources' Community Housing Action Committee clearly meets all of these criteria. Each year, we are required by District staff to provide both a full report of our prior activities and accounting of funds as well as forecast future activities and funding use that ensures that we are offering "services to the citizens of the District." As we have noted previously, CHAC has engaged in a body of work over its 15 year history that includes providing public reports on affordable housing and convening public conversations about affordable housing as part of its mandate to provide public education, information and research on affordable housing. CHAC's volunteer members provide hundreds of hours of volunteer time each year and we obtain funding and other resources for our work from other funders including other municipalities and foundations.

In our view, Mr. Craver's objection simply does not stand up to scrutiny.

With respect to Mr. Teevan's submission, he also is concerned about core funding for CHAC because, he argued, core funding for CHAC does not meet the terms of the District's grant policy nor does it meet CHAC's own Terms of Reference.

With respect to the District's policy, we have answered those concerns in detail above. With respect to CHAC's own Terms of Reference, our work clearly falls within CHAC's mandate as outlined in Article 3.0 and following.

Whatever one might think about the Emery Village proposal, it is not reasonable to simply conclude that we violated our own mandate by taking the position we did. Mr. Teevan, who clearly disagrees with our position, would like to interpret our mandate in simplistic way. We argue it is not possible to irrefutably draw that conclusion given the wording of our mandate.

Mr. Teevan's other concerns are that CHAC is not being "transparent and accountable" and that there may be too close a relationship between the development community and CHAC.

As evidence for this latter claim, Mr. Teevan produced a copy of "Sponsored Content" from the Friday, May 4, 2018 edition of the North Shore News on page A45. This content appears to be sponsored by the Lynn Valley Lions under the title: "Lynn Valley Development – a topic for informed discussion" Eric Miura, President of the Lynn Valley Lions Club and Housing Society suggests that the content is based on a conversation Mr. Miura had with Don Peters, Chair of CHAC.

As a matter of fact, Mr. Peters has indicated to me that he has never had a conversation with Mr. Miura about Emery Village. In fact, Mr. Peters had not seen the North Shore News sponsored content until I informed him of Mr. Teevan's submission.

What is clear from the sponsored content is that Mr. Peters's comments are quoted from a Lynn Valley Life article as a result of an interview that Mr. Peters had with their journalist Robin Thorneycroft.

Regrettably, Mr. Teevan uses the North Shore News sponsored content to suggest that somehow CHAC may have an inappropriate relationship with Mosaic, the proponents of the Emery Village project as he uses his finger to point to Mosaic during his testimony.

A close reading of the sponsored content clearly indicates that that Mosaic's logo along with other corporate logos such as Neptune, Save-on-Foods and Bosa are in the sponsored content article because they are "Diamond Sponsors" for Lynn Valley Days (see the bottom of the sponsored content as attached as highlighted in yellow by Mr. Teevan). Unfortunately, one may have only been able to discern these facts after taking the time to carefully study the sponsored content and Mr. Teevan's testimony which was difficult to do in the matter of seconds that the sponsored content was shown to the public gallery and streamed live on January 21, 2019.

We find Mr. Teevan's submission disappointing, if not misleading, in part because both Mr. Peters and I met with Mr. Teevan on July 10, 2018 to discuss his concerns regarding CHAC's position on Emery Village and how CHAC conducts business. Generally, we believed we had a constructive conversation with Mr. Teevan even if we did not agree on all points in discussion. Importantly, Mr. Teevan did not show this sponsored content to us or raise his concerns about it during our meeting.

In sum, CHAC firmly rejects Mr. Teevan's suggestion that CHAC has too close a relationship with Mosaic or any other developer. While we certainly will meet with developers to discuss projects (which is a relatively small part of our work), as I have emphasized previously, CHAC jealously guards its independence from all other stakeholders and parties and takes positions in good faith based on its best effort to assess projects and policies.

With respect to transparency and accountability, as noted CHAC provides detailed reports to District staff about our past and future work. We understand that in a further detailed review of our work since the January 21, 2019 Council meeting, staff continues to recommend core funding for CHAC.

Finally, I wish to comment on Mayor Little's suggestion that it would be better for CHAC to apply for and receive a community grant for CHAC rather than core funding.

In my view, if the goal is to cut CHAC's funding, that would be one way to effectively achieve that goal.

Prior to 2016, CHAC would receive an annual community grant from the District for a variety of NSCR programs including CHAC. For example, in 2014 we received a general grant from the District of which \$1,336.50 was allocated to CHAC. In 2015, 2,227.50 was given to CHAC from the District.

In 2015, CHAC requested a shift to core funding for CHAC because of the very small amount of funding received to do work on what is clearly a major community priority – affordable housing. Additionally, despite the efforts of the District, the community grant application process is relatively onerous for such a small amount of funding.

Furthermore, NSCR's community grants have actually been diminishing each year by a small amount, not accounting for inflation and increases in expenses to undertake our work. We are told this is a result of more organizations seeking community grants.

We believe that if the District supports the work of CHAC generally, notwithstanding the difficult case of Emery Village, we urge you to continue to provide core funding for CHAC.

Thank you for the opportunity to provide these comments.

Yours sincerely,



Murray Mollard,
Executive Director

Cc: Dan Milburn, General Manager
Planning, Properties and Permits,
District of North Vancouver

Encl.



Lynn Valley Lions - Lynn Valley Development - a topic for informed discussion

For LNs, the seventh in our series of portraits of people, organizations and businesses that make our North Shore neighborhood such a great place to live, I began by chatting with Don Peters, Chair of the Community Housing Action Committee (CHAC) in the District of North Vancouver.

Eric Murn, President, Lynn Valley Lions Club and Housing Society / Past President, LVCA

Although Lynn Valley is now well into implementation of a key objective in the Official Community Plan (OCP), the developments in and around Lynn Valley Centre that will offer a greater diversity of housing stock have caused much debate amongst residents and businesses alike. We hope this brief portrait will provide more details and get everyone talking about their hopes for the area.

At its April 16 meeting, in the lead-up to a Public Hearing on the issue, District Council passed First Reading to the *Emergency Place* proposal. After hearing from *Emergency* residents and from other members of the community, Council voted 4-3 in favor of the motion.

Density and affordability are closely linked. As seen in the *Lynn Valley News* article (written Robin Thompson), Don Peters said, "I used to think that just adding more units would solve the twin problems of housing availability and affordability - but that was before the housing crisis

took off. Prices aren't going to come down and we can't freeze development. What we can do, though, is be very careful about the kinds of housing we approve."

Peters has served eight years as chair of CHAC, which is part of North Shore Community Resources (NSCR), a committee made up of North Shore residents, representatives of community organizations and volunteers who are concerned about the lack of affordable housing.

"My heart goes out to anyone facing a problem from rental accommodation that is past its best before date," Don said. "Unfortunately, you can only do so much rehabilitation before the units need to be replaced. *Emergency* is the latest example but before that, it was Mountain Court that kicked off the district's current affordable housing strategy."

Much of today's deteriorating rental housing was built decades ago under government incentive programs. In the absence of those incentives, few rental buildings have been constructed since.



Without more incentive programs and involvement by multiple levels of government, projects with higher density, like *Emergency Place* and those before it, are some of the few economical and viable opportunities to retain and create below-market rental units.

In a future issue, we will focus on our biggest challenge - the need for subsidized housing.

Join the Lynn Valley Lions at Lynn Valley Days June 18-19. Tickets and information at <http://www.lions.com>. Thank you to our continuing Diamond Sponsors:

MOSAIC

Neptune






onfood

BOSA

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>MARCH 4, 2019</u>
<input type="checkbox"/> Other:	Date: _____

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

February 15, 2019

File: 05.1930/Grants & Sponsorships/2019

AUTHOR: Cristina Rucci, Community Planner

SUBJECT: Parkgate Community Services Society 2019 Core Funding

RECOMMENDATION:

That Council approve a total \$230,000 in core funding to Parkgate Community Services Society to replace the Partner Program Community Funding Model.

REASON FOR REPORT:

There has been a Partnership Agreement between the North Vancouver Recreation and Culture Commission (NVRCC) and Parkgate Community Services Society (PCSS) since 1999. This agreement outlines the roles of both parties and mandates that net revenues from joint recreation programs and all revenues from facility rentals goes to the Society to support social programming. Although this partnership has worked well to serve residents, both partners have agreed that a core funding model between the District and the Society would be a better method of supporting the Society to deliver community and social services. The core funding will be attached to a work plan and budget that will be updated by PCSS staff and reviewed by Community Planning staff on an annual basis (Attachment A).

SUMMARY:

The Parkgate Community Centre opened in 1999. This centre has been operated by the North Vancouver Recreation and Culture Commission as a Core Recreation Facility and has involved a partnership between the Commission and the Parkgate Community Services Society to meet resident needs. One of the components in the Partnership agreement is that net revenues from recreation ("partner") programs that have been consistent with both parties' mandates plus facility rental revenues go to PCSS to help offset the costs of low cost social services. Under the new funding model, PSCC will be provided a core grant directly from the District in the amount of \$230,000 beginning in 2019, to help support the operating costs of the Society as well as key programs and services. The purpose, deliverables and outcomes attached to each of these services areas is outlined in the 2019 Work Plan (Attachment A).

BACKGROUND:

Parkgate Community Services Society is a registered not-for-profit society that has been delivering low and no-cost services, programs and events in the Seymour area since 1983. The Society (which went through many name changes to reflect the communities it served) was originally located in the Community Wing of Seycove Secondary Community School. The Society given its growth in popularity, particularly amongst the seniors and youth in the area, advocated for a new community centre, and were instrumental in the development of the Parkgate Community Centre. The society was provided with a new home in the Centre in 1999, when it first opened its doors.

In 1994, the Society and the North Vancouver Recreation Commission (now the North Vancouver Recreation and Culture Commission), entered into a formal partnership to provide programs and services to the local community. The joint community governance model has continued for over 20 years and the goal has been to provide inter-generational community, social and recreation services to residents living in the Seymour area.

The goals of the partnership include:

- To facilitate a healthy and well community
- To offer an enhanced scope of services at Parkgate Community Centre
- To provide high quality services; to leverage financial resources
- To link organizations to maximize financial and other resources
- To leverage volunteer contribution and enhancement of volunteer leadership
- To enhance community participation and spirit.

Under the partnership model, PCSS has continued to offer a variety of services, programs and outreach to seniors, families, children and youth. Moreover, PCSS offers four licensed child care programs at 2 locations; Parkgate Community Centre and Seymour Youth Centre. PCSS and NVRCC have offered partner-programs which are those programs and services offered at Parkgate that are consistent with the mandate of both partners and are specific to neither Commission nor Society. Net revenues derived through the partner programs have been used to financially support low cost and no cost programs and services for seniors, youth and families in the community. PCSS supplements these revenues through grants and donations which are possible due to their charitable status.

Although this partner program model has been in existence for many years, there have been some challenges and both the NVRCC and PCSS agree that the new model would make sense. Under this model the District would provide resources directly to the community organization (PCSS) to allow for the delivery of social programs and services and NVRCC will provide recreation, sport and cultural programs and services. Together, the two service providers will endeavour to meet the needs of local residents in accordance with their primary mandates.

PSCC has developed a 2019 Work Plan which is included as Attachment A and will be reviewed under the Analysis section.

EXISTING POLICY:

The District, through the Official Community Plan, has articulated its commitment to facilitate and support a range of accessible community services and social programs to meet the current and future needs of District residents. The District has set a target to have a community hub facility within easy access of every Centre by 2030. These guiding principles state community services and social programs are important for a complete and diverse, liveable community.

North Vancouver Recreation and Culture Commission Delegation Bylaw 7988 delegates “certain powers duties and functions relating to the provision of recreation and arts services in the District of North Vancouver to the North Vancouver Recreation and Culture Commission”:

(a) plan, develop, evaluate, and jointly and seamlessly deliver, within the approved funding of any budget year, and in accordance with the terms, limitations and conditions set out in this Bylaw, an appropriate array of quality Recreation Services and Arts Services in the District of North Vancouver and City of North Vancouver to meet the needs of District and City residents regardless of age, ability, gender or economic status. In carrying out this mandate, the Commission will act in the best interest of the District and the City and in the best interests of residents of both municipalities; AND

(b) implement the North Vancouver Cultural Plan adopted by the City and the District in 2002 (or subsequent plans related to arts and culture approved by the District Council and the City Council) and to undertake periodic reviews of the said North Vancouver Cultural Plan; AND

(c) administer the Arts Grants.

In addition, the Commission operates Core Recreation Facilities on behalf of the District and City, including the Parkgate Community Centre.

ANALYSIS:

The 2019 Work Plan (Attachment A) prepared by PCSS reflects the key service areas that the Society will focus on throughout the year: Operating/Society Costs, Family Resources, Seniors Services, Volunteering and Finance and Administration. The programs and services that will be delivered by the Society are consistent with what they have offered in the past and with their Purpose, Vision, and Mission, noted below:

Purpose: To make a positive difference in the life of every person in our community.

Vision: A thriving, connected community where each member feels supported and engaged.

Mission: We create opportunities for people to connect and flourish so they may live life better.

The table below provides an overview of the service areas and highlights some of the programs, deliverables and outcomes as well as an estimate of the costs associated with the delivery of these programs and services. Please refer to Attachment A for the complete 2019

Work Plan. It should be noted that the Work Plan includes Child Care and Youth Services. Although these services are part of the core services offered through PCSS, funding to support these services are generated through other sources, namely through fees (child care) and through core funding from the District specifically targeted to Youth Outreach. As such, those services areas are not reviewed as part of this section.

Operating/Society Costs: Estimated allocation \$73,000

Participation Statistics 2018

Total Residents Served: 35,005

Key Deliverables:

Program	Purpose	Deliverables	Outcomes
Community Development	Provide the community a place to gather, celebrate and participate. Provide appropriate programs and services Free community events to bring people together	Empowers the community to build capacity through programs and services Works with partners to ensure all needs are met Engages, connects and facilitates social connection Responds to changing needs, flexible programs Free events to bring community together	Active, healthy and well connected community that has a sense of belonging, is well supported throughout each stage of their life and is engaged and celebrated
Community Dialogues	Provides a welcoming and inviting space for the community to discuss issues and concerns	Take immediate action towards topical issues through forums, social media and other means Accommodates group dialogue and facilitates information sessions	Local residents feel empowered to make a difference in their community and bring about positive social change
Low-cost and no-cost programming	Provide programs and services that are open and accessible to people of all generations, cultures, abilities and socio-economic status	Leverage DNV funds to obtain grants to keep costs down and provide low cost and no cost programs and services Keep administrative and programming costs to a minimum through an engaged and active volunteering community	Everyone in the community has the opportunity to access the programs and services, regardless of physical, emotional, cultural, generational or financial barriers
Partnerships	PCSS partners with NVRCC to provide enhanced community services to the Parkgate, Seymour and Deep Cove communities	PSCC partners with NVRCC and other non-profits to deliver responsive programs and resources that compliment what NVRCC offers	Community experiences seamless program delivery at Parkgate and has access to a wide variety of programs and services that could not otherwise be offered by one organization

Family Resource Centre: Estimated allocation: \$13,000

Participation Statistics 2018

Family playgroups total children: 3526

Key Deliverables:

Program	Purpose	Deliverables	Outcomes
Family Resources	To connect young families with community resources	Information and referral service and access to other community resources	Families are well connected to services and have information to make decisions around their children's welfare
Low-Cost and No-Cost Family Programs	<p>To connect families so can share resources, experiences and make friends</p> <p>Family programs create opportunities for children to learn and grow</p> <p>Programs connect and support families and give caregivers a place to grow, share and learn</p>	<p>Parent/tot mother goose – groups experience through songs, rhymes & stories</p> <p>Outdoor playgroup – get children outside to explore the nearby forests</p> <p>Playgroups – parents and children share food, sing, play. Includes information for parents</p> <p>Dad's playgroup – intended for dads or other male caregivers with children 0-6. Focus on sports and active play</p>	<p>Parents have the resources they need to raise happy, healthy and nurtured children</p> <p>Parents and families gain support by making connections with other families</p>
Parent Information Sessions	To provide education and support to parents of young children so can gain information on children's development	<p>Evening parent information sessions, bring in speakers that are experts in their field of study</p> <p>Free, on-site child care provided</p>	Parents gain knowledge and support in their role as care givers of young children so they can be confident in their roles
Family Outreach	<p>To enhance parenting skills of care givers of children 0-6 facing conditions of risk</p> <p>To enhance the healthy social, cognitive, language, emotional, and physical development of young children in conditions of risk</p> <p>Strengthen capacity, skills and social supports</p> <p>To make connections and share information</p>	<p>Community outreach – parent community developers (PCD's) provide community outreach and connect with parents in the community (parks, stores). Also connects with other programs like Strong Strat, libraries, recreation programs</p> <p>Free workshops and other social events for families offered throughout the year</p>	<p>Parents and caregivers build their skills and knowledge around positive parenting</p> <p>Mental health supports are accessible to parents to help with coping skills</p> <p>Children have access to programs and services to enable and support their health and development</p>

Seniors Services: Estimated allocation: \$60,000

Participation Statistics 2018

Total number of meals served: 4,372

Registered programs: 478

Drop-in programs: 10,435

Key Deliverables:

Program	Purpose	Deliverables	Outcomes
Seniors Centre	Provide local seniors a place to connect, stay active and have a sense of belonging	Senior membership - \$5 membership fee gives seniors access to a variety of free drop-in programs like bridge, social drop in, Friday movies	Seniors are well connected to their community, stay healthy and active and maintain a sense of purpose
Registered Programs	To provide regular, specialized health and social learning for local seniors Provide social connection for seniors of all ages and abilities	Programs include – iPad club, Surefeet (balance & mobility), Chair yoga and Parkgate singers Bus trips – social outings to various locations in Greater Vancouver – includes lunch and transportation	A fully engaged senior community
Drop-in Programs	To provide drop-in social programming so seniors have a place to gather, connect and stay active, healthy and connected	Social programs – include bridge, cribbage, Mah-Jong Social Activities – activity-focused programs followed by social coffee – Keep Well, Parkgate Pacers, and a specialized Brian and Body program	Seniors have a sense of purpose and are connected
My Parkgate BREAK	To provide support to individuals experiencing dementia and offer respite to caregivers To enhance the lives of families on the dementia journey.	Program that provides a gathering place for people experiencing the changes associated with early to moderate dementia. Program is supported by staff and trained volunteers	Individuals experiencing dementia are active and gain a sense of belonging Caregivers have the supports in place to take a break
Community Kitchen	To provide a place to gather in a social atmosphere where seniors and local residents can enjoy a wholesome meal together as a community	Wednesday lunches – weekly lunch program supported by volunteer cooks in the community Diner's Club – weekly congregate meal program hosted by Vancouver Coastal Health with door-to-door transportation provided	Seniors stay connected to family members and other community members while gaining nutritional benefits
Special Events	Created by seniors for seniors – allows opportunities for socializing	Programming such as fabulous First Fridays and Themed Dinner dances. Door-to-door transportation provided	Seniors who may be experiencing social isolation find connection to the community through

	through dining, dancing and live music		food, music and social activities.
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Volunteering: Estimated allocations: \$40,000

Participation Statistics 2018

Number of volunteers: 269
 Number of volunteer hours: 12,377.08
 Value of Contribution (\$15/hr): \$185,656.20

Key Deliverables:

Program	Purpose	Deliverables	Outcomes
Volunteers – Programming, Administrative and Event Support	<p>To provide a challenging and rewarding volunteer experience</p> <p>To keep programming and administrative costs down to provide low-no costs programs and services</p>	<p>Volunteers help support programs by contributing their time in a variety of roles</p> <p>Over 260 volunteers provide over 12,000 hours to their community through the program</p> <p>Volunteer program provides training and support to volunteers so they can gain valuable work experience</p>	A well connected volunteers sector who have a rewarding experience
Volunteers – Governance Model	Working on a governance model of organizational structure, to ensure volunteer oversight to overall operations and to keep the community actively involved in the organization's strategic planning initiative	<p>Volunteer Board of Directors elected by the general Society membership</p> <p>Regular Board development to ensure proper organizational governance and oversight and to provide a rewarding experience to Board Members</p>	Well-engaged Board of Directors and responsible overall governance of the organizations to ensure accountability and transparency

Finance and Administration:

Estimated Allocation: \$44,000

Key Deliverables:

Program	Purpose	Deliverables	Outcomes
Administration Accountability	To ensure organization is accountable to funders, its members and the community	Experienced administration staff performing general administrative roles including staff management, payroll, human resources, reporting, grant writing, etc.	Organization is fully accountable through responsible administration, ensuring efficiency in its operations and accountability to funders
Financial Accountability	To ensure the organization is viable, sustainable and financially responsible	Fully qualified finance team provide financial support through book-keeping, general accounting and review	Viable organization with transparent financial operations

Financial Leverage	Leverage existing government funding contacts to benefits from other resources, i.e. foundations, sponsorships and donations Gift in kind support through volunteer involvement, donations and provision of office and programming space	Budget comes from a variety of sources – Municipal, Provincial, Federal, Donations, Fundraising, Fee for Service, Childcare, Volunteer and In-kind contribution	Efficient use of government funding to provide community with low-cost and no-cost programming for a fraction of actual government expenditure
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Timing/Approval Process:

It is important that the funding be released to the Society as soon as possible.

Concurrence:

Finance and NVRCC staff have reviewed the report have both provided input.

Financial Impacts:

Under the new funding model PCSS's total core operating grant for 2019 will increase to \$452,988, including \$230,000 for the programs and services noted in this report and \$222,988 for youth outreach services. The work plan and budget will be updated annually by PCSS and reviewed by Community Planning. Core operating grants are adjusted annually for inflation.

The increase to PCSS's core operating grant (\$230,000) will be partially offset by an increase in net revenue in the NVRCC budget. The Commission is funded in accordance with the Cost-Sharing Formula agreed to by the District and City and the split is currently 66.67% DNV/33.33% CNV. The Commission's provisional budget for 2019 anticipated a change to the funding related to services through the Parkgate Community Centre.

Social Policy Implications:

Community centres are vital to the fabric of our community and strengthen identity and connectedness. Parkgate Community Services Society has been meeting the social needs of the Seymour community for well over 26 years and are committed to continue to provide low to no cost social services and programs for people of all ages, backgrounds and socio-economic status for years to come. The financial benefits as well as community benefits that are gained by partnering with a non-profit, registered society, allows for:

- Not for profit providers with expertise to deliver programs to address the specific needs of each community,
- Leveraging of funds from all 3 governments, the private sector and grants and foundations,
- Community volunteers to actively engage in the development of local programs and services based on their needs and interests; and

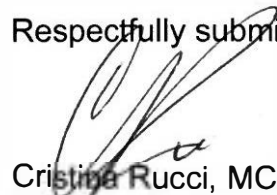
- Brings grassroots programming approach to community and social services delivery that creates vibrant and welcoming facilities.

Conclusion:

Parkgate Community Services Society has helped to create a vibrant, welcoming and inclusive hub in the Seymour area. Through community collaboration and outreach and through their partnership with the NVRCC, they have been able to establish a wide array of programs and services for all residents from a broad socio-economic demographic.

The Partner Program Community Funding Model between NVRSS and PCSS, has supported PCSS in its delivery of low and no cost services over the years. Although this funding model has worked quite well, both organizations have agreed that a District Core Funding Model, whereby the District provides Parkgate a core grant would be preferable. The core grant amount of \$230,000 has been vetted, reviewed and approved by Finance staff at the District, NVRCC as well as by PCSS.

Respectfully submitted,



Cristina Rucci, MCIP, RPP
Community Planner

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 checked="" type="checkbox"/> Finance	_____
<input type="checkbox"/> Utilities	_____	<input type="checkbox"/> Fire Services	_____
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<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	_____
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		<input checked="" type="checkbox"/> NVRC	_____
		<input type="checkbox"/> Museum & Arch.	_____
		<input type="checkbox"/> Other:	_____

2019 Work Plan

District of North Vancouver – Community Programs and Services

AGENCY NAME:

Parkgate Community Services Society

<p>PURPOSE: <i>To make a positive difference in the life of every person in our community</i></p> <p>VISION: <i>A thriving, connected community where each member feels supported and engaged</i></p> <p>MISSION: <i>We create opportunities for people to connect and flourish so they may live life better</i></p>			
<p>1.0 Society Overview: Parkgate Community Services Society, established in 1983, resulted from an expressed desire by the community to provide opportunities for input into the delivery of services and programs for local residents. The Society, under the direction of an elected volunteer Board of Directors, strives for the highest standards of delivery in all of its services with the ongoing support, encouragement and participation of the local community (DNV Core Funding Allocation: \$73,000)</p>			
Program Description	Purpose	Deliverables	Outcomes
1.1 Community Development	To provide the community with a place to gather, celebrate, and participate, in order to enrich the lives of all its members	<p>Parkgate Society meets the changing community needs of North Vancouver residents by empowering the community and building upon its capacity through the provision of integrated programs and services.</p> <p>Working in partnership with the North Vancouver Recreation and Culture Commission, Parkgate Community Centre serves as a Community Hub for the Deep Cove and Seymour communities.</p> <p>Engage families and individuals in connecting with us and each other</p> <p>Facilitate social connection that actively fosters community spirit</p>	<p>The Deep Cove and Seymour community is active, healthy and well connected</p> <p>A well connected community that enjoys a unique sense of community spirit and sense of belonging</p>
	Provide the community with appropriate programs and services that meet their immediate and long-term needs	<p>Intentionally interact with the community to determine their needs and work with them to support and meet those needs</p> <p>Be responsive to the changing needs of the community by listening to them and being flexible in our programming to accommodate their identified needs</p>	<p>The community feels supported and engaged throughout the many varying stages of their lives</p>
	Provide free community events to bring community	Free organization-wide special events such as Parkgate Day	A fully engaged and connected

	members together to celebrate and connect with one another	(celebrating community and the anniversary of the opening of Parkgate Community Centre) and Winter Lights (celebrating the importance of community and how, in the dark, winter months, we use light as a way to bring people together)	community giving themselves permission to celebrate themselves
1.2 Community Dialogues	Provide a welcoming and inviting space for the community to meet to discuss and solve current community issues and concerns	Take immediate actions towards topical issues by keeping apprised through individual and group discussions, forums, social media and other means of connecting to the community Accommodate group dialogues and facilitate information sessions by creating a space for the community to gather on issues, assisting in organizing and advertising town hall type meetings, and disseminating the outcomes to all stakeholders	Local residents feel empowered to make a difference in their community and help bring about social change
1.3 Low-cost and No-cost Programming	Provide programs and services that are open and accessible to people of all generations, cultures, abilities and socio-economic status	Leverage District funds to obtain grants and funding through community grants, foundations, Provincial and Federal government funding streams, corporate sponsorships and charitable donations in order to keep costs down and provide low-cost and no-cost programs and services to the community Keep administrative and programming costs to a minimum through a highly engaged and active volunteering community	Everyone in the community has the opportunity to access the programs and services at Parkgate Centre, regardless of physical, emotional, cultural, generational or financial barriers
1.4 Partnerships	Parkgate Society partners with the North Vancouver Recreation and Culture Commission to provide enhanced community services to the Parkgate, Seymour and Deep Cove communities.	As a registered, not-for-profit charitable organization operating out of Parkgate Community Centre, Parkgate Society collaborates with NVRC and other social service organizations to deliver responsive programs and resources that complement NVRC's recreational offering	The community experiences seamless program delivery at Parkgate Community Centre and has access to a wide variety of programs and services that could not otherwise be offered by any one organization
2.0 Service Area: Licensed Child Care Facility			
Program Description	Purpose	Deliverables	Outcomes
2.1 Parkgate Child and Family Centre	Parkgate Child and Family Centre enhances the lives of children, their families, staff and the community by providing a caring, supportive and vital community service..	Children are encouraged to question, to be self-reliant and to be respectful of the rights and differences of others. Children learn through their experiences as they grow in confidence and competence. Child guidance is always positive and nurturing.	Children are well adjusted, feel safe, are healthy and experience mutual respect in all relationships Families have their child care needs met and have assistance in their child raising responsibilities

	Parkgate Child and family Centre provides a place of security, adventure, co-operation and playfulness for our children	Families and the community are involved in a meaningful way in their child care experience	Families are assured of quality child care Community benefits from healthy and happy children who grow up in a nurturing environment
2.2 Licensed Child Care: Infant/Toddler, Three-Five Group Care, Parkgate School Age Care, Seymour School Age Care, My First Preschool, and Spring Break and Summer Daycamps	Provide government subsidized child care for families in the Seymour/Deep Cove communities. Provide developmentally appropriate nurturing, safe, stimulating and challenging environments, which focus on individual and group needs.	Child care programs offered from 7:30 am to 6:00 pm Monday to Friday Child Care activities include: creative play, dramatic play, manipulative play, water, playdough, gross motor activities, blocks, language and literature activities, sand, science/plants/animals, art, and woodworking	Children are well cared for while parents are at work Parents feel comfortable leaving their children in the care of Parkgate Child Care Centre
3.0 Service Area: Family Resource Centre (DNV Core Funding Allocation: \$13,000)			
Program Description	Purpose	Deliverables	Outcomes
3.1 Family Resources	To connect young families with community resources and services available at Parkgate Community Center, as well as throughout North Vancouver	Information and referral services and access to other community representatives (counselors, interpreters, special needs assistance, etc.) Resource materials available in Resource Centre	Families are well connected to needed services and have the appropriate information required to make decisions regarding their children's welfare
3.2 Low-cost and No-cost Family Programs	To connect families with other families in the community so they may share their resources, their experiences and make friends Family programs create a variety of opportunities for children to learn and grow in a creative, play-based environment Programs connect families and support family life, and are friendly places where parents, care providers, grandparents and children can come to grow, share, and learn together	Parent/Tot Mother Goose – group experience focusing on the power of songs, rhymes and stories Outdoor Playgroup – drop-in playgroup focused on getting parents/care givers and children outdoors to explore in the nearby forest. Playgroups – parents and children enjoy a healthy meal, and participate in singing songs and engaging in play together. Includes information and resources about parenting. Dad's Playgroup – specifically intended for dads or other male care givers and children 0-6 with a focus on sports and other active play	Parents have the resources they need to raise happy, healthy and nurtured children Parents and families with young children gain support through making connections with other parents and families going through similar circumstances
3.3 Parent Information Sessions	To provide education and support to parents of young children so they may gain new and current information on children's developmental needs	Evening parent information sessions, bringing in speakers who are experts in their field of studies	Parents gain additional knowledge and support in their role as care givers of young children so they can be confident

			Free, on-site Child Care is provided to enable both parents to attend without the additional cost of babysitters	in their role as care givers
3.4 Family Outreach	<p>To enhance parenting skills of parents and care givers of children aged 0-6 facing conditions of risk</p> <p>To enhance the healthy social, cognitive, language, emotional and physical development of young children facing conditions of risk</p> <p>To strengthen capacity, skills and social supports for parents and families with children 0-6</p> <p>To make connections and share information with parents and families with children 0-6</p>	<p>Community Outreach – Parent Community Developers (PCD's) provide community outreach and connect with parents in the community (at local parks, shopping malls, etc.). Also connects with other programs including Strong Start, playgroups, recreation programs, libraries, etc. PCD's are present at community events hosted by other community or recreational organizations.</p> <p>Free workshops and other social events for families in the community are offered throughout the year</p>	<p>Parents and care givers build their skills and knowledge in positive parenting practices and healthy child development</p> <p>Mental health supports are accessible to parents and care givers to develop coping skills</p> <p>Children have access to programs and services to enable and support their health and development</p>	
4.0 Service Area: Youth Outreach Services (Already Receives DNV Core Funding for Youth Services)				
	Program Description	Purpose	Deliverables	Outcomes
4.1 Youth Engagement and Community Services		To provide a voice for youth by facilitating youth participation in relevant community events, presentations, resource tables and committees	Development of Youth Action Committee to deal with community issues – Includes a meaningful community development approach to youth engagement	Youth are engaged in a meaningful way in the larger community
4.2 Group Work with At Risk Youth		To work with youth (ages 10-25) and provide them with the required supports and services to overcome obstacles that prevent them from building healthy relationships and function in society	Outreach work with youth in the community to build initial relationships in order to progress to providing them with prevention services, recreational activities, counselling and support	Youth have the supports they need to function in society and fulfill their potential
4.3 Drop-in Centre – Recreation Programming		Work with youth ages 10-18 by providing recreation based services in designated spaces in community and/or community centres	Drop-in programming in casual atmosphere providing semi-structured programs with a focus on recreation, art, and activities. Occasional out-trips planned in advance	Youth have a place to go to hang out in a positive, healthy and active manner
4.4 Multi Service Planning and Referral Process		Work with youth and their families to ensure they have the information and resources they require to support their needs.	<p>Appropriate agency referrals provided to families</p> <p>Youth are provided with services from more than one agency</p> <p>PCSS is actively involved in the coordinating of services for Integrated Case Management to ensure clear, sustained and comprehensive communication with youth and their families</p>	Youth and their families receive all the services available in an integrated and coordinated manner to ensure high level of support
4.5 Multi Culturalism and Diversity		To ensure that community based youth programs	Work with other organizations to ensure PCSS has appropriate	All youth and their families feel welcome

	reflect the diversity of the community and are also accessible to members of our diverse community	training around diversity issues (including multiculturalism, LBQQT, disabilities, etc.)	at Parkgate Community Centre and engage fully in the greater community
5.0 Service Area: Seniors Services (DNV Core Funding Allocation: \$60,000)			
Program Description	Purpose	Deliverables	Outcomes
5.1 Seniors Centre	To provide local seniors with a place to connect, stay active, and have a greater sense of belong to their community	Seniors membership – for a \$5.00 membership fee, seniors benefit from a variety of free drop-in programs such as: Bridge Social Drop-in, Friday Movies, Craft Circle, and Sing-a-long	Seniors are well connected to their community, stay healthy and active, and maintain a sense of purpose
5.2 Registered Programs	To provide regular specialized health and social learning for local seniors To provide a social connection for seniors of all ages and abilities to keep them healthy, active and engaged	Registered Programs – include iPad Club (learning how to use their iPads), Surefeet (balance and mobility program), Chair Yoga (slow and gentle stretching using a chair), and Parkgate Singers (structured singing group). Bus Trips – social outings to various locations in the Greater Vancouver Area – includes lunch and transportation	A fully engaged senior community, regardless of their mental or physical capabilities
5.3 Drop-in Programs	To provide drop-in social programming so seniors have a place to gather, connect and stay active, healthy and connected	Social Programs – includes group gaming activities such as Bridge, Cribbage, Chess, Mah-jong, and Scrabble Social Activities – Activity-focused programs followed by social coffee - Keep Well, Parkgate Pacers (walking group), and a specialized Brain and Body program (activities geared to individuals with dementia)	Seniors have a sense of purpose, are connected with their peers and other members of the community, and
5.4 My Parkgate BREAK	To provide support and to individuals experiencing dementia and offer respite to their caregivers. To enhance the lives of families on the dementia journey	Program that provides a gathering place for individuals experiencing the changes associated with early to moderate dementia. Program is supported by staff and trained volunteers who share in the value that we can do more together than apart.	Individuals experiencing Dementia are active and gain a sense of belonging Caregivers have the supports in place to take a break from their caregiving responsibilities
5.5 Community Kitchen	To provide a place to gather in a social atmosphere where seniors and other local residents can enjoy a wholesome meal together as a community.	Wednesday Lunches - weekly lunch program offering healthy meals supported by volunteer cooks from the community Diner's Club – Weekly congregate meal program hosted by Vancouver Coastal Health with door to door transportation provided	Seniors stay connected to family members and other community members while gaining valuable nutritional benefits
5.6 Special Events	Created by seniors for seniors to allow opportunities	Programming such as fabulous First Fridays and Themed	Seniors who may be experiencing social

	for socialization through dining, dancing and live music in the evening	Dinner Dances, monthly and annual events with live music, food and fellowship and a no-host bar serving wine and beer for the adult pallet, plus door-to-door transportation provided by the Society	isolation, and who may not otherwise get out at night, find connection to their community through food, music, and social activities. Social opportunities for those who may not have extended family gatherings.
6.0 Service Area: Volunteering (DNV Core Funding Allocation: \$40,000)			
Program Description	Purpose	Deliverables	Outcomes
6.1 Volunteers - Programming, Administrative and Event Support	<p>To provide a challenging and rewarding volunteering experience for community members who wish to give back to their community and gain a greater sense of belonging</p> <p>To keep programming and administrative costs down to provide the community with low-cost and no-cost programs and services</p>	<p>Volunteers help support programs by contributing their time and talents to a variety of roles, working with children, adults, youth and seniors</p> <p>Over 260 volunteers provide over 12,000 hours to their community through our volunteer program</p> <p>Volunteer program provides training and support to volunteers so they can gain valuable work experience</p>	A well connected volunteer sector who have a rewarding experience giving back to their community while staying active and engaged
6.2 Volunteers – Governance Model	Working on a governance model of organizational structure, to ensure volunteer oversight to our operations and to keep our community actively involved in the organization's strategic planning initiative	<p>Volunteer Board of Directors elected by the general Society membership.</p> <p>Regular Board development opportunities to ensure proper organizational governance and oversight and to provide a rewarding experience to our volunteer Board Members</p>	Well-engaged Board of Directors and responsible overall governance of our organization to ensure accountability and transparency in our operations
7.0 Service Area: Finance and Administration (DNV Core Funding Allocation \$44,000)			
Program Description	Purpose	Deliverables	Outcomes
7.1 Administration Accountability	To ensure our organization is accountable to its various funders, its members, and the general community	Experienced administration staff performing general administrative roles including staff management, payroll, human resources, reporting, grant writing, and other general administrative tasks	Organization is fully accountable through responsible administrations, ensuring efficiency in its operations and accountability to its funders
7.2 Financial Accountability	To ensure our organization is viable, sustainable and financially responsible	Fully qualified finance team providing financial support through bookkeeping and general accounting plus external accounting support for year-end financial statements and full financial review	Viable organization with transparent financial operations

7.2 Financial Leverage	<p>Leverage existing government funding contracts to benefit from other resources i.e. foundations, sponsorships, and community donations.</p> <p>Gift in Kind support through volunteer involvement, material donations and provision of office and programming space</p>	<p>Total organizational budget receives the following breakdown of income:</p> <ul style="list-style-type: none"> • \$234,786 Municipal support • \$380,227 Provincial and Federal support • \$807,814 Childcare Services • \$748,035 Community Programs and Services • \$129,303 Donations and Fundraising • \$186,784 Volunteer + In-kind Contribution 	Efficient use of government funding to provide community with low-cost and no-cost programming for a fraction of actual government expenditure
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Note: Core Funding Allocations are estimated based on 2019 budget figures.
These amounts are subject to minor adjustments depending upon actual costs and revenue streams

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>March 4, 2019</u>
<input type="checkbox"/> Other:	Date: _____

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

February 22, 2019
File: 05.1930

AUTHOR: Elio Iorio, Manager Revenue and Taxation

SUBJECT: 2019 Parcel Tax Roll Review

RECOMMENDATION:

THAT, pursuant to Section 204(2)(b) of the Community Charter, the sitting of the 2016 Parcel Tax Roll Review Panel for the Parcel Tax Roll, be held in the Council Chamber on Monday, the 15th of April 2019 at 4:30 p.m.

REASON FOR REPORT:

Requirement under Section 204(2)(b) of the Community Charter requires Council to establish a time and place for the sitting of the panel with respect to Parcel Tax Roll Review procedures.

BACKGROUND:

The Parcel Tax Roll Review Panel meets to consider and review the Parcel Tax Roll and possible revisions thereto. The Parcel Tax Roll Review Panel is presented with a roll containing recently completed local improvement projects. The Parcel Tax Roll Review Panel reviews public complaints and may direct the correction of the Parcel Tax Roll as to errors or omissions respecting a name or address of the owner, the inclusion of a parcel, the taxable area or frontage of the parcel, and the granting of an exemption. The Parcel Tax Roll must be confirmed and authenticated by the Parcel Tax Roll Review Panel to provide the District with the authority to levy local improvement charges against each benefiting property.

Advance notice of the time and place will be published in accordance with section 94 of the Community Charter.

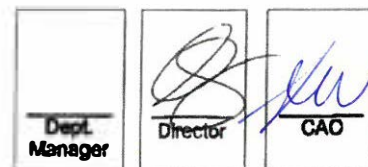
Respectfully submitted,



Elio Iorio
Manager Revenue and Taxation

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	_____
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<input type="checkbox"/> Engineering Operations	_____	<input type="checkbox"/> ITS	_____	<input type="checkbox"/> NVRC	_____
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<input type="checkbox"/> Facilities	_____	<input type="checkbox"/> Real Estate	_____		
<input type="checkbox"/> Human Resources	_____	<input type="checkbox"/> Bylaw Services	_____		

COUNCIL AGENDA/INFORMATION			
<input type="checkbox"/> In Camera	Date:	Item #	
<input type="checkbox"/> Regular	Date: <u>March 4, 2019</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

February 21, 2019

File: 11.5225.01/002.000

Tracking Number: RCA -

AUTHOR: Stephen Bridger, Section Manager Engineering, Planning and Design

SUBJECT: UBCM Community Emergency Preparedness Fund - Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning: Application for Funding for Debris Geohazard Risk Mitigation Options Analysis

RECOMMENDATION:

THAT the application for grant funding through the *UBCM Community Emergency Preparedness Fund - Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning* for further work related to Debris Geohazard Risk Mitigation Options Analysis be supported.

REASON FOR REPORT:

A resolution of Council is required to support the grant application to the *UBCM Community Emergency Preparedness Fund - Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning* program. Staff are initiating further work on the Debris Geohazard Risk Mitigation Program that includes options analysis and conceptual design of risk control improvements on Mathews Brook, Gavles Creek, Cleopatra Creek and Percy Creek. These creeks are identified in the District wide debris geohazard risk assessment completed by BGC as priority creeks for mitigation.

The proposed budget for the project is \$220,000 with a maximum grant contribution of \$150,000. This project was funded in the 2018 Capital Plan such that funds are available to cover the remaining portion. Staff are very familiar with the UBCM grant management procedures and shall meet necessary the reporting requirements.

Respectfully submitted,

Stephen Bridger,
Section Manager Engineering Planning and Design

SUBJECT: UBCM Community Emergency Preparedness Fund - Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning: Application for Funding for Debris Geohazard Risk Mitigation Options Analysis

February 20, 2019

Page 2

REVIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:	REVIEWED WITH:
<input type="checkbox"/> Sustainable Community Development	<input type="checkbox"/> Clerk's Office	External Agencies:	Advisory Committees:
<input type="checkbox"/> Development Services	<input type="checkbox"/> Corporate Services	<input type="checkbox"/> Library Board	<input type="checkbox"/>
<input type="checkbox"/> Utilities	<input type="checkbox"/> Communications	<input type="checkbox"/> NS Health	<input type="checkbox"/>
<input type="checkbox"/> Engineering Operations	<input type="checkbox"/> Finance	<input type="checkbox"/> RCMP	<input type="checkbox"/>
<input type="checkbox"/> Parks & Environment	<input type="checkbox"/> Fire Services	<input type="checkbox"/> Recreation Commission	
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Human resources	<input type="checkbox"/> Other: _____	
	<input type="checkbox"/> ITS		
	<input type="checkbox"/> Solicitor		
	<input type="checkbox"/> GIS		

Community Emergency Preparedness Fund

Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning

2019 Application Form

Please complete and return the application form by **February 22, 2019**. All questions are required to be answered by typing directly in this form. If you have any questions, contact cepf@ubcm.ca or (250) 387-4470.

SECTION 1: Applicant Information	AP <i>(for administrative use only)</i>
Applicant: District of North Vancouver	Date of Application: 2019/02/21
Contact Person*: Stephen Bridger	Position: Section Manager - Engineering
Phone: 604-990-2273	E-mail: BridgerS@dnv.org

* Contact person must be an authorized representative of the applicant.

SECTION 2: Project Summary
<p>1. Name of the Project: Debris Geohazard Mitigation Options Analysis</p>
<p>2. Type of Project. Please identify each component you are applying for:</p> <p><input type="checkbox"/> Flood Risk Assessment</p> <p><input type="checkbox"/> Flood Mapping</p> <p><input checked="" type="checkbox"/> Flood Mitigation Planning</p>
<p>3. Project Cost & Grant Request:</p> <p>Total Project Cost: \$220,000.00 Total Grant Request: \$150,000.00</p> <p>Have you applied for or received funding for this project from other sources (i.e. National Disaster Mitigation Program or Gas Tax)?</p> <p>No</p>
<p>4. Project Summary. Please provide a summary of your project in 150 words or less.</p> <p>The District has been working progressively to reduce the risk of debris-flood events over the past two decades. Geomorphic processes such as debris flows can block critical drainage infrastructure leading to flooding events.</p>

The District commissioned a debris geohazard risk assessment of 35 debris flood-prone creeks to provide recommendations for risk reduction. The report was completed in 2017 by BGC Engineering and focused on assessing risk to public infrastructure and public and private property. Following completion of the BGC Report, a 10-year Risk Mitigation Program was prepared to prioritize works for implementation. Several high priority projects have since been implemented and further analysis is needed for the remaining projects.

The BGC Report recommended the District explore risk control elements on Mathews Brook, Gavles Creek, Cleopatra Creek, and Percy Creek. In each case, the proposed risk reduction work is challenging, requiring an individualized approach in terms mitigation and implementation.

SECTION 3: Detailed Project Information

5. Project Area. Describe the proposed project area (location, size, population, land use, etc.).

Map indicating the location of the proposed project must be included with this application.

The project area is located on four eastern watersheds within the District of North Vancouver. Mathews Brook, Gavles Creek, and Cleopatra Creek are located in the community of Deep Cove and Percy Creek is in the Indian Arm community. (See Map of Study Area)

The study area is primarily residential and park land use with a total population of 1,735 residents. The upper area of these watersheds are remote and heavily forested with mixed land ownership.

6. Proposed Activities.

- a. What specific activities will be undertaken as part of the proposed project? Please refer to Section 4 of the Program & Application Guide for eligibility and note that activities must align with the required workplan and budget.

The project on the four creek sites will consist of :

- Reviewing existing debris flood/flow hazard mapping and estimated return period frequency.
- Discussing structural mitigation options with residents and other stakeholders
- Preparing baseplans, maps and spatial data for the proposed mitigation options
- Review of hydrometric analysis and geotechnical assessment of existing conditions
- Assessing the feasibility of construction of structural mitigation investment
- Planning for implementation of recommended works

For a detailed description of the work plan see attached Budget and Workplan Document

- b. List any potential implementation risks that may impact the ability to deliver on the project, and explain what mitigation measures are in place to address them (e.g. staff capacity, procurement, etc.).

Potential risks include project delays due to staff and consultant capacity. Implementation of future phases of the work will be dependent on budgetary constraints, resident participation and permitting requirements.

To mitigate project risks due to capacity, the study will be phased to ensure each deliverable is complete before moving forward to the next milestone. To mitigate

procurement risks, the DNV will seek to engage qualified professionals early in the project schedule.

- 7. Rationale.** What is the rationale and evidence for undertaking this project? This may include local flood hazard and/or seismic vulnerability as identified in the Emergency Plan or flood mapping, threat levels identified in completed flood risk assessments and/or recent flood history (e.g. evacuation order and/or disaster financial assistance).

Copies of any relevant documents that support the rationale for this project must be included with this application.

The District of North Vancouver is situated on mountainous and coastal terrain, with dozens of creeks and watersheds that are prone to debris flows and flooding. Coupled with the high annual rainfall received on the north shore mountains, flood risk is a constant concern for DNV staff.

A large debris flood event in November, 2014 was a catalyst for much of the recent risk mitigation work that has been completed to date. The implementation of several debris basins proved instrumental in mitigating the flood risk from blocked drainage infrastructure when back to back 10-year rainfall events blanketed the DNV in November 2018.

This project follows the recommendations in the Debris Geohazard Risk and Risk Control Assessment Report (BGC, 2017). The report evaluated the life safety and economic geohazard risk for 35 creeks. The assessment included both life safety risks and economic impacts (direct damage losses). The recommendations for risk reduction range from minor modifications to existing storm drainage infrastructure to the installation of new structural mitigation measures.

This is in keeping with past practice to managing geohazards, where life safety risks that exceed the District's Risk Tolerance Criteria should be reduced to as low as reasonably practicable. The recommendations focused on assessing risk to public infrastructure and both public and private properties.

Since the report was completed, the District has initiated a 10-year Debris Geohazard Risk Mitigation Program to implement the recommendations. The Mitigation Program prioritizes the recommended risk control projects based on the District's risk tolerance criteria. Most of the high priority projects have been completed to date or are in various stages of progress, however several projects have yet to be implemented. The 4 creeks in this proposed study are the next highest priority in the program.

Excerpts from the BGC report identifying the recommendations for these 4 creeks are attached to this application.

8. Engagement & Collaboration

- a. Describe how the proposed project will contribute to a comprehensive, cooperative and regional approach to flood planning.

The proposed project is part of a comprehensive approach to managing geohazard and flood risk within the District. The risk tolerance criteria used to develop the prioritization list ensures this project had the highest need before selection.

This project will also provide an important step in identifying the best risk control measure for each site prior to implementing any structural mitigation measure. This approach ensures there is enough time to consult with affected residents, and develop the most cost effective option before any detailed design work.

Public-Private cooperation will be a key aspect of this project as all of the study areas are partially or completely within private property. Municipal-homeowner cost sharing will be a

factor in the future implementation of the mitigation options, therefore obtaining grant funding will help the District to offset any private costs associated with the study.

- b. List current and potential stakeholders and partnerships, and describe their level of engagement and commitment to the project.

Impacted residents and those immediately downstream of the works will be informed of the preferred options, and the District's intentions to implement them. Residents who are immediately involved will take part in developing the risk mitigation options.

9. Proposed Deliverables & Outcomes

- a. What specific deliverables will result from this project?

A Conceptual Design report and construction cost estimates are the primary deliverable for this project.

- b. Describe how the proposed project considers climate change in the project methodology and mitigates the impacts of climate change through the final deliverables.

The impact of climate change is assessed in the hydrotechnical and geotechnical assessments reviewing existing and future debris and clear flow design events.

The conceptual design of the preferred options will be design to mitigate the ultimate loading which will include factors for increased flow due to higher intensity rain/flooding events in the future.

- c. To what extent will the proposed project increase understanding of the social and economic impacts of flood events to the community?

Economic loss estimates were a factor in the BGC report prior to recommending risk control works. The options analysis for the current project will refine our understanding of the social and economic impacts, and will inform the preferred solution.

- d. How does the project align with other work by your local authority in meeting [Provincial Flood Hazard Area Land Use Management Guidelines](#), including existing or future amendments to local plans, policies, building codes, floodplain zoning bylaws, and/or public awareness/education?

The project aligns with the District's Development Permit Areas which were created to manage specific risks as part of the Official Community Plan. In this case the study area falls within two DPA areas:

DPA - Creek Hazard

DPA - Slope Hazard

- 10. Monitoring & Performance Measures.** Describe how the project will be monitored and what performance measurements will be used (e.g. work progress reports, timeline review, resource planning, procurement plan and roll out, etc.).

The project performance will be monitored by District staff through the use of progress meetings, and review of deliverables as they are generated, and monthly billing.

- 11. Qualified Professionals.** Outline the procurement process and how you will select a qualified professional to complete this project.

All procurement of this size scope is subject the District's Supplies and Risk Management purchasing procedures, and requires a public competition to procure a consultant.

An RFP has already been issued for this project to ensure a consultant is acquired in a timely manner.

- 12. Additional Information.** Please share any other information you think may help support your submission.

Disaster Financial Assistance has been received for debris flood events similar in scope and magnitude that the DNV seeks to mitigate with this project.

Nov 4, 2014: DFA funding was received for a debris flood event that blocked critical drainage infrastructure, and impacted numerous watersheds and dozens of properties

Nov 1-4, 2018: a claim for DFA is in progress for flooding experienced by back to back high intensity rainfall events that mobilized and transported debris through numerous watercourses and impacted several properties.

SECTION 4: Required Application Materials

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

- Local government Council or Board resolution, or Treaty First Nation resolution, indicating support for the current proposed activities and willingness to provide overall grant management.
- Detailed workplan and budget for each component identified in the application. This must include a breakdown of work activities, tasks, deliverables or products, resources, timelines (start and end dates), and other considerations or comments. The budget must clearly identify the CEPF funding request, applicant contribution, and/or other grant funding.
- Map identifying the location of the proposed project.
- If applicable, copies of any relevant documents that support the rationale for this project must be included with this application.

SECTION 5: Signature

I certify that: (1) to the best of my knowledge, all information is accurate and (2) the area covered by the proposed project is within our local authority's jurisdiction (or appropriate approvals are in place).

Name: Stephen Bridger

Title: Section Manager - Engineering

Signature:

Date: 2019/02/21

An electronic or original signature is required.

Submit applications to Local Government Program Services, Union of BC Municipalities

E-mail: cepf@ubcm.ca

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

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

	9.5	
Dept. Manager	GM/ Director	CAO

The District of North Vancouver REPORT TO COUNCIL

February 20, 2019
File: 17.9100.40/013.2019

AUTHOR: Nancy Kirkpatrick, Director, North Vancouver Museum and Archives

SUBJECT: RECOMMENDED MUSEUM DEACCESSIONS #11

RECOMMENDATION:

Pursuant to the report of the Director of the North Vancouver Museum and Archives, dated February 8, 2019, entitled "Recommended Museum Deaccessions #11":

THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 93 artifacts owned solely by the District of North Vancouver as outlined in the February 20, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #11;

THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 19 artifacts owned jointly by the District and the City of North Vancouver as outlined in the February 20, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #10;

AND THAT the NVMA Commission is authorized to dispose of 637 unaccessioned objects that have been found in the Museum Collection as outlined in the February 20, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #11.

REASON FOR REPORT:

This report seeks Council's permission for the NVMA Commission to deaccession and to dispose of 112 museum artifacts in the care of the North Vancouver Museum and Archives. Notice of the disposal of 637 unaccessioned (found in collection) objects is included for information only.

ATTACHMENTS:

1. List of 93 Museum artifacts recommended for deaccessioning and disposal, owned solely by the District of North Vancouver.
2. List of 19 objects, owned jointly by the District and the City of North Vancouver, and recommended for deaccessioning and disposal.

BACKGROUND:

This is the eleventh in an ongoing series of Museum Deaccession Reports submitted to Council since 2012 when NVMA began downsizing the collection to prepare for the move to a new museum and a new collection storage facility. It concerns artifacts considered for deaccessioning at 10 meetings of the NVMA staff Collections Committee on April 19, 24; May 8, 29; June 12, 26; July 17, 24; October 16 and November 20, 2018, during which 2,441 objects were reviewed and 1,828 of them were recommended to be deaccessioned. The focus of deaccessioning work in recent months has been inventoried objects, fragmented or damaged objects, redundant and mundane household objects and tools with little connections to North Vancouver or exhibitable qualities.

This report seeks Council's permission to deaccession and dispose of all 112 objects on the attached lists according to the provisions of the Commission's Collection Policy. Per the Collection Policy (6.8.2.5), lists of unaccessioned ("found in inventory") items approved for disposal by the Commission do not have to be forwarded to their municipal owners. In the opinion of the NVMA Director, no item has a fair market value in excess of \$1,000.

Items on the attached lists were reviewed and approved for deaccessioning by the NVMA Commission at five regular meetings, on 16 May, 20 June, 18 July, 19 September, and 19 December 2018.

At the May 16, 2018 Regular Meeting of the NVMA Commission:

Ms. Handfield moved, and Mr. Evans seconded

Recommended Museum Deaccessions #19

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 247 accessioned objects and 176 unaccessioned (found in inventory) objects on the attached lists,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

At the June 20, 2018 Regular Meeting of the NVMA Commission:

Mr. Hood moved, and Mr. Ehling seconded

Recommended Museum Deaccessions #20

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 390 accessioned objects and 192 unaccessioned (found in inventory) objects on the attached lists,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

At the July 18, 2018 Regular Meeting of the NVMA Commission:

Ms. Handfield moved and Mr. Evans seconded

Recommended Museum Deaccessions Report #21:

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 189 accessioned objects and 169 unaccessioned (found in inventory) objects on the attached lists,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

At the September 19, 2018 Regular Meeting of the NVMA Commission:

Mr. McCormack moved, and Mr. Fox seconded

Recommended Museum Deaccessions Report #22:

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 156 accessioned objects and 83 unaccessioned (found in inventory) objects on the attached lists,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

At the December 19, 2018 Regular Meeting of the NVMA Commission:

Mr. McCormack moved, and Mr. Ehling seconded

Recommended Museum Deaccessions #23

THAT the North Vancouver Museum & Archives Commission approves the deaccessioning and disposal of all 209 accessioned objects and 17 unaccessioned (found in inventory) objects on the attached lists,

AND THAT the Commission recommends to the municipal owner of each accessioned object (City and/or District of North Vancouver as appropriate) that all of these items be deaccessioned and disposed of, according to the provisions of the Commission's Collection Policy.

NOTE: Of the 1,828 objects (both accessioned and unaccessioned) recommended for deaccessioning at the above-noted meetings, 749 are solely or jointly owned by the District of North Vancouver and 1,079 are solely owned by the City of North Vancouver.

EXISTING POLICY:

The NVMA Commission is the sole custodian of the cultural, archival and museum collections owned by the Corporations of the City of North Vancouver and the District of North Vancouver. The Commission's Collection Policy sets out the methodology for deaccessioning (ie. documenting and removing) materials from the accessioned collection (section B.6.8) and for documenting and disposing of other categories of objects (section B.6.9).

According to section D.15 of the Commission's establishing Bylaws (City of North Vancouver Bylaw No. 6019) and District of North Vancouver Bylaw No. 6789), all items recommended by the NVMA Commission for deaccession will be referred to the owner (City and/or District of North Vancouver) for final approval.

DISCUSSION:

The Curator's work on this project is supported currently by the secondment of the Archives' Reference Historian (2 days per week) and an educational intern (4 days per week).

NVMA's Curator has access to a City-owned collection storage warehouse refurbished in 2017 under the direction of staff from the City's Facilities and Real Estate department. Museum-grade compact mobile shelving has been installed. Retained artifacts in the museum collection are being moved to the new warehouse.

In recent months, many deaccessioned objects have been transferred to other non-profit collecting institutions, including the Langley farm Museum, Yale Historical Site, the Reach Gallery in Abbotsford, the New Westminster Museum, Roedde House Museum in Vancouver, the O'Keefe Ranch in Vernon, the Pitt Meadows Museum, and the Royal BC Museum.

Timing/Approval Process:

The Commission has met the target of reducing the collection so it can be stored in the new, smaller City-owned collection warehouse and in the new museum. To date, NVMA has received permission from the City and the District to deaccession and dispose of 10,947 objects, and has exceeded the targets set in the 2017 Museum Deaccessioning Plan. (The Deaccessioning Plan was attached to the May 5, 2017 report of the Director of the Museum and Archives entitled "Recommended Museum Deaccessions #7.")

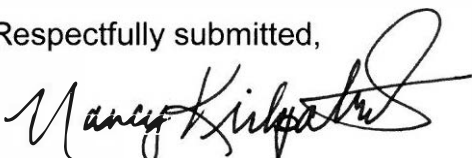
The Commission now seeks District Council's timely approval to deaccession and dispose of the 112 items on the attached lists so work on the collection move and storage consolidation project can continue.

Conclusion:

Companion reports have been submitted to the Mayor and Council of the City of North Vancouver containing lists of objects owned solely by the City and recommended for deaccessioning and objects owned jointly by the City and the District that are recommended for deaccessioning and disposal .

A list of all items formally deaccessioned will be provided by the Commission to the Purchasing Department of the City of North Vancouver so the items can be deleted from their Master list and the necessary adjustments, if any, can be made to insurance coverage for the collections.

Respectfully submitted,



Nancy Kirkpatrick
Director, North Vancouver Museum & Archives

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	

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Attachment #1 - Accessioned objects owned by the District of North Vancouver

Quantity	Number	Object	Description	Ownership
9	2000.19.1 2000.19.15 2000.19.16 2004.27.23 2004.34.24 2004.44.70 2005.11.33 2005.11.35 2005.11.136	Paper and packages	Various incomplete notebooks, paper objects and broken products packaging.	DNV
7	2001.10.5 2004.27.36 2004.27.116 2005.11.14 2005.11.15 2005.11.16 2005.11.96	Misc Equipment	Assortment of broken or unidentified tools and equipment.	DNV
2	2004.44.155 2005.11.140	Household objects	Various broken or fragmented household type objects	DNV
1	2004.44.90	Writing tools	An array of pens, pencils, pen nibs, inkwells, blotters, etc	DNV
2	2004.27.64 2004.35.9	Paper type tool and objects	Paper type objects, paper punches,	DNV
1	1997.3.2a-b	Office supplies and sets	Various broken office objects, writing cases, drafting sets, T squares, tape dispensers, sharpeners. Calendars	DNV
2	2004.34.17 2004.44.182	Tobacco objects	Various tobacco tins and cans, cigar/cigarette boxes, rolling papers, pipes, ashtrays, lighters, etc	DNV
19	2000.4.42 2000.15.1 2000.15.2 2000.15.3 2001.4.12 2004.27.63 2004.27.111 2004.27.112 2004.27.113 2004.27.114 2004.27.115 2004.44.22 2004.44.31 2004.44.33 2004.44.107 2005.11.3a-e 2005.11.3f 2009.11.1 2009.12.4	Tools	A large assortment of fragmented, broken or unidentified tools.	DNV
9	2000.11.3 2004.23.3 2004.27.49 2004.34.12 2004.34.13 2004.34.28 2004.36.1 2009.7.1 2009.7.2	Beauty/personal objects	a variety of fragmented or broken personal care and beauty objects	DNV

Attachment #1 - Accessioned objects owned by the District of North Vancouver

7	1997.30.1 2001.4.6 2001.4.7 2001.4.9 2004.27.35 2004.27.99 2004.27.100	Lights, lanterns and heaters	A variety of broken lanterns, lamps, lights, heaters and light bulbs.	DNV
8	2004.34.11a-b 2004.34.26a-b 2004.34.29a-b 2004.44.15 2004.44.25 2004.44.29 2004.44.47 2004.44.173	Personal care objects	A variety of personal care, jewelry, glasses and beauty objects	DNV
3	2004.44.108a-b 2004.44.137 2004.44.180	Office supply objects and other tools and fragments	An assortment of office supplies, equipment, documents, etc.	DNV
4	1999.10.8 1999.10.10 1999.10.11 1999.10.15	Crafts, clothing and mending objects	A variety of hat and cobbling equipment and tools.	DNV
9	2000.20.26 2000.20.27 2000.20.28 2000.20.37 2000.20.39 2000.20.40 2000.20.41 2004.27.75 2004.34.15	Tools	Various fragmented or broken tools	DNV
3	2004.44.32 2004.44.166 2004.44.181	Bottles	Variety of broken, unreadable, cracked bottles, medicine bottles, etc	DNV
3	2004.33.4 2004.44.138 2004.44.139	Random objects	Assorted random, fragmented or broken, household objects, tools, product packaging, pharmaceutical objects, etc	DNV
4	2004.27.106 2004.27.16 2004.44.36 2004.44.169	Fragments	Fragments and bits of broken objects	DNV

93 Total

Attachment #2 - Accessioned objects jointly owned by the City and District of North Vancouver

Quantity	Number	Object	Description	Ownership
1	2004.35.5	Misc Equipment	Assortment of broken or unidentified tools and equipment.	CNV & DNV
1	2004.36.9	Office supplies and sets	Various broken office objects, writing cases, drafting sets, T squares, tape dispensers, sharpeners. Calendars	CNV & DNV
1	1997.14.1	Boxes, containers, misc collections, and cards	Several boxes, tins, cases, some parcels containing unidentified and fragmented objects, misc collections of cards etc	CNV & DNV
10	1996.30.1 1997.12.1 1997.13.1 2006.9.2 2006.9.3 2006.9.4 2006.9.5 2006.9.6 2006.9.7 2006.9.21	Tools	A large assortment of fragmented, broken or unidentified tools.	CNV & DNV
1	2006.9.22	Beauty/personal objects	a variety of fragmented or broken personal care and beauty objects	CNV & DNV
1	1997.16.1	Office supply objects and other tools and fragments	An assortment of office supplies, equipment, documents, etc.	CNV & DNV
3	2001.19.6 2001.19.7 2003.1.13	Random objects	Assorted random, fragmented or broken, household objects, tools, product packaging, pharmaceutical objects, etc	CNV & DNV
1	1996.19.1	Containers	Variety of broken or fragmented boxes, cans, bags, cups, other container type objects	CNV & DNV

19 Total

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