

AGENDA

REGULAR MEETING OF COUNCIL

Monday, June 17, 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, June 17, 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. June 17, 2019 Regular Meeting Agenda

Recommendation:

THAT the agenda for the June 17, 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. Charlotte Ellice, BC SPCA West Vancouver

Re: BC SPCA West Vancouver Branch

p. 11-62

Attachment 1: PowerPoint Presentation

Attachment 2: New Model Animal Responsibility Bylaws

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. Preliminary Application for Subdivision at 1371 McKeen Avenue - p. 65-100
Input to Approving Officer
File No. PRE2018-00019

Report: Development Planner, June 3, 2019

Attachment 1: Subdivision Plan

Attachment 2: Official Community Plan Land Use Map

Attachment 3: Metro Vancouver Feedback

Attachment 4: North Shore Waterfront Liaison Committee Feedback

Attachment 5: North Vancouver Chamber Feedback

Attachment 6: Vancouver Fraser Port Authority Feedback

Attachment 7: Pemberton Heights Community Association Feedback

Attachment 8: Applicant Subdivision Summary Letter

Recommendation:

THAT Council provide input to the Approving Officer with respect to the proposed subdivision of 1371 McKeen Avenue.

9.2. Bylaw 8390 – Amendment to Bylaw Notice Enforcement Bylaw 7458, 2004 p. 101-122
File No. 09.3900.20/000.000

Report: Municipal Clerk, May 31, 2019

Attachment 1: Bylaw 8390

Attachment 2: Staff Report Dated May 13, 2019

Recommendation:

THAT “Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8390, 2019 (Amendment 43)” is ADOPTED.

9.3. Policy with Respect to Campaign Contributions p. 123-132
File No.

Report: Councillor Jim Hanson, June 4, 2019

Attachment 1: Code of Ethics Policy

Recommendation:

THAT staff is directed to prepare a policy that will require members of Council to declare before voting on any development proposal, campaign contributions

knowingly received from the applicant, or from individuals associated with the applicant, and that members of Council are encouraged to recuse themselves where such a declaration is made;

AND THAT an internet link to the campaign financing disclosure statements of all members of Council be placed in a prominent location on the District's web page;

AND THAT for the purposes of this policy, persons "associated" with a development company include a company's owners, directors, officers, employees, and family members of such persons;

AND THAT a procedure be established for the Mayor or Acting Mayor to request the full disclosure of such campaign finance donations prior to discussion and voting.

9.4. North Vancouver Recreation & Culture Commission 2019 Community Story Campaign **p. 133-153**

File No.

Report: Communications Coordinator – North Vancouver Recreation & Culture Commission, June 6, 2019

Attachment A: NVRCC 2014-2018 Strategic Plan

Attachment B: Staff Presentation

Attachment C: Draft – Our Community Story 2019

Recommendation:

THAT the June 6, 2019 report of the Communications Coordinator – North Vancouver Recreation & Culture Commission entitled North Vancouver Recreation & Culture's 2019 Community Story Campaign is received for information.

9.5. Anchorage in Deep Cove **p. 155-160**

File No.

Report: Chief Administrative Officer, May 29, 2019

Attachment 1: Maps of Designated Anchorage Area in Deep Cove

Recommendation:

THAT Council provide direction to staff as to whether or not discussions with the Port and the public should proceed with respect to a possible Designated Anchorage Area in Deep Cove.

9.6. Wildland – Urban Interface Fire Risk Management **p. 161-211**

File No. 13.6780/Infrastructure General/File

Report: Community Forester and Section Manager – Environmental Sustainability (Operations), June 6, 2019

Attachment 1: Fuel Management Prescriptions: Braemar/Dempsey & Carmaria Court

Attachment 2: Application and Worksheets 1 & 2: 2019 Community Resiliency Investment Program FireSmart Community Funding & Supports

Attachment 3: UBCM: March 11, 2019 Approval Agreement & Terms of Conditions of Funding Letter

Attachment 4: CWPP 2007 Wildland Urban Interface (WUI) Fire Risk Management Update

Recommendation:

THAT the proposed fuel treatment in the remaining high risk interface area at Carmaria Court and Braemar/Dempsey, as identified in the June 6, 2019 joint report of the Community Forester and Section Manager – Environmental Sustainability (Operations) entitled Wildland – Urban Interface Fire Risk Management, is approved;

AND THAT the application for grant funding through the *UBCM 2019 Community Resiliency Investment (CRI) Program: FireSmart Community Funding & Supports* as attached to the June 6, 2019 joint report of the Community Forester and Section Manager – Environmental Sustainability (Operations) entitled Wildland – Urban Interface Fire Risk Management awarded a \$100,000 funding contribution is approved;

AND THAT the District of North Vancouver commit to its \$260,000 share of the \$360,000 project cost to be funded through reallocation from the general risk management provision in the 2019 to 2023 Financial Plan.

10. REPORTS

10.1. Mayor

10.2. Chief Administrative Officer

10.3. Councillors

10.4. Metro Vancouver Committee Appointees

10.4.1. Industrial Lands Strategy Task Force – Councillor Back

10.4.2. Housing Committee – Councillor Bond

10.4.3. Aboriginal Relations Committee – Councillor Hanson

10.4.4. Regional Parks Committee – Councillor Muri

10.4.5. Board – Councillor Muri

10.4.6. Liquid Waste Committee – Mayor Little

10.4.7. Mayors Committee – Mayor Little

10.4.8. Mayors Council - TransLink – Mayor Little

10.4.9. Performance & Audit Committee – Mayor Little

10.4.10. Zero Waste Committee – Mayor Little

11. ANY OTHER BUSINESS

12. ADJOURNMENT

Recommendation:

THAT the June 17, 2019 Regular Meeting of Council for the District of North Vancouver is adjourned.

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DELEGATIONS

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Delegation to Council Request Form

District of North Vancouver
Clerk's Department
 355 West Queens Rd, North Vancouver, BC V7N 4N5

Questions about this form: Phone: 604-990-2311
 Form submission: Submit to address above or Fax: 604.984.9637

COMPLETION: To ensure legibility, please complete (type) online then print. Sign the printed copy and submit to the department and address indicated above.

Delegations have five minutes to make their presentation. Questions from Council may follow.

Name of group wishing to appear before Council: BC SPCA West Vancouver

Title of Presentation: BC SPCA West Vancouver Branch

Name of person(s) to make presentation: Charlotte Ellice

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

Please describe:

Attach separate sheet if additional space is required

For the purpose of providing information on our organization and our branch, who we are and what services & resources we provide to our north shore community. To let your community know we are very much an active part of North Vancouver, providing animal welfare, resources and sheltering services for vulnerable animals in your community.

Contact person (if different than above): _____

Daytime telephone number: 604 841 6063

Email address: cellice@spca.bc.ca

Will you be providing supporting documentation? ☒ Yes ☐ No

If yes: ☐ Handout ☐ DVD
☒ PowerPoint presentation

Note: All supporting documentation must be provided 12 days prior to your appearance date. This form and any background material provided will be published in the public agenda.

Presentation requirements: ☒ Laptop ☐ Tripod for posterboard
☐ Multimedia projector ☐ Flipchart
☒ Overhead projector

Arrangements can be made, upon request, for you to familiarize yourself with the Council Chamber equipment on or before your presentation date.

Delegation to Council Request Form

Rules for Delegations:

1. Delegations must submit a Delegation to Council Request Form to the Municipal Clerk. Submission of a request does not constitute approval nor guarantee a date. The request must first be reviewed by the Clerk.
2. The Clerk will review the request and, if approved, arrange a mutually agreeable date with you. You will receive a signed and approved copy of your request form as confirmation.
3. A maximum of two delegations will be permitted at any Regular Meeting of Council.
4. Delegations must represent an organized group, society, institution, corporation, etc. Individuals may not appear as delegations.
5. Delegations are scheduled on a first-come, first-served basis, subject to direction from the Mayor, Council, or Chief Administrative Officer.
6. The Mayor or Chief Administrative Officer may reject a delegation request if it regards an offensive subject, has already been substantially presented to council in one form or another, deals with a pending matter following the close of a public hearing, or is, or has been, dealt with in a public participation process.
7. Supporting submissions for the delegation should be provided to the Clerk by noon 12 days preceding the scheduled appearance.
8. Delegations will be allowed a maximum of five minutes to make their presentation.
9. Any questions to delegations by members of Council will seek only to clarify a material aspect of a delegate's presentation.
10. Persons invited to speak at the Council meeting may not speak disrespectfully of any other person or use any rude or offensive language or make a statement or allegation which impugns the character of any person.
11. Please note the District does not provide grants or donations through the delegation process.
12. Delegation requests that are non-jurisdictional or of a financial nature may not be accepted.

Helpful Suggestions:

- have a purpose
- get right to your point and make it
- be concise
- be prepared
- state your request, if any
- do not expect an immediate response to a request
- multiple-person presentations are still five minutes maximum
- be courteous, polite, and respectful
- it is a presentation, not a debate
- the Council Clerk may ask for any relevant notes (if not handed out or published in the agenda) to assist with the accuracy of our minutes

I understand and agree to these rules for delegations

Charlotte Ellice

Name of Delegate or Representative of Group

February 28 2019

Date

Charlotte Ellice

Digitally signed by Charlotte Ellice
Date: 2019.02.28 13:00:31 -08'00'

Signature

For Office Use Only

Approved by:

Municipal Clerk

Deputy Municipal Clerk

☒

Appearance date:

Receipt emailed on:

June 17, 2019
March 4, 2019

Rejected by:

Mayor

CAO

☐
☐

Applicant informed on:

Applicant informed by:

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

West Vancouver BC SPCA: Council Presentation

Charlotte Ellice, Branch Manager
June 17, 2019



BCSPCA
SPEAKING FOR ANIMALS

About the BC SPCA

MISSION: To protect and enhance the quality of life for domestic, farm and wild animals in B.C.

VISION: To inspire and mobilize society to create a world in which all animals enjoy as a minimum,

five essential freedoms:

1. Freedom from hunger and thirst
2. Freedom from pain, injury, and disease
3. Freedom from distress
4. Freedom from discomfort
5. Freedom to express behaviours that promote well-being



BCSPCA
SPEAKING FOR ANIMALS

2019-2023 Strategic Plan

PRIORITIES:

- **Protecting** animals from cruelty & neglect
- **Caring** for animals in the community & in our shelters
- **Inspiring** the public to take action for animals
- **Growing** our organization so we can do our best



spca.bc.ca/strategicplan



What We Do

- Established in 1895 by provincial statute, the BC SPCA operates 44 locations across B.C.
- **In 2018:**
 - 572 staff and nearly 5,500 volunteers
 - Cared for over 47,000 animals
 - Launched over **8,000 cruelty investigations**
- The BC SPCA operates a donor-funded, toll-free animal cruelty hotline
- The BC SPCA's **32 Special Provincial Constables respond to reports of animals in distress**



Your Community Branch

3 full-time, 3 part-time, 4 casual staff members and over 100 active volunteers

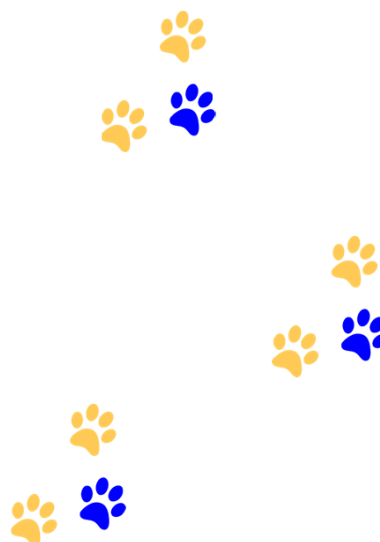
In 2018:

- Our branch took in 10 dogs and puppies and **57 cats and kittens from the North Vancouver community**. Many requiring medical care and with no identification
- **Our Branch hosted kids camps for 120 children**, teaching animal welfare themed games & activities, "take action" projects to benefit the animals and wildlife in their community, along with "animal time"
 - **98 attendees were from North Vancouver area**



Shelter Services

- **Rehoming & housing** of animals through stray, owner surrender, Cruelty investigations & Bylaws
- **Responding to injured animals**
- **Compassionate boarding** and assisting with humane euthanasia
- Dog boarding
- Cruelty investigations
- **Volunteering** programs for adults and youth
- Kids camps and **Humane youth education**

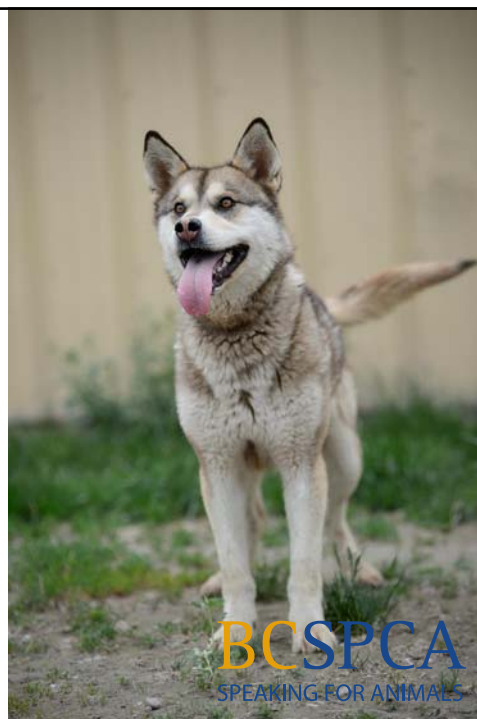


Branch & Community Events

- **In 2018** we attended a variety of community events on the north shore. In addition our branch hosted 7 fundraising events.
- **In 2019** we plan to broaden both our fundraising efforts and our attendance at community events

Some of these Events in your community include;

- Construction cares Indoor fair
- North shore Canada Day parade
- Canada Day Celebration @ Waterfront Park



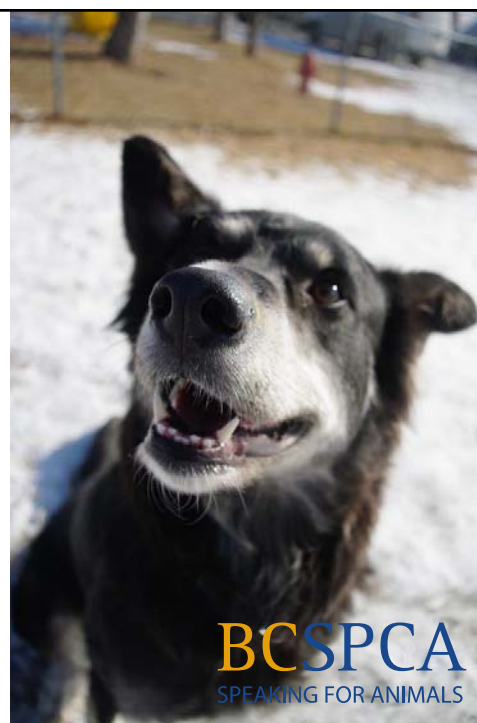
BC SPCA & Municipal Bylaws

The BC SPCA's Model Animal Responsibility Bylaws package outlines **evidence-based bylaws** providing for public safety and the humane treatment of animals.

Animals raised under inhumane conditions are **more likely** to carry communicable disease and exhibit aggressive behaviour.

Our model bylaws package covers topics such as:

- Standards of care for household pets
- Best practices for regulating the keeping of urban hens, bees and exotic animals
- Regulating animal businesses



Changes for Consideration

- The BC SPCA recommends Council consider **bylaw changes** to improve animal welfare in North Vancouver
- **Key components include:**
 1. Introduction of mandatory cat identification
 2. Prohibiting the sale of dogs, cats, or rabbits from pet stores
 3. Prohibiting the feeding of wildlife
 4. Limits on tethering



Thank You!

CONTACT INFORMATION:

Charlotte Ellice
Branch Manager
cellice@spca.bc.ca
604-922-4622

bylaws@spca.bc.ca



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New Model Animal Responsibility Bylaws

Version 3

September 2017



BCSPCA
SPEAKING FOR ANIMALS

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Executive summary

Public health, safety, and environmental risks are key concerns for every municipality. Incidents involving cat overpopulation, dangerous dogs and exotic animals have created expectations for regulators to proactively address these issues. The BC SPCA has dedicated its expertise as British Columbia's oldest, and Canada's largest, animal welfare organization, to designing this package of model bylaws that will help municipalities address the root causes of animal-related issues in their communities. BC SPCA staff and volunteers with expertise in animal control, animal behaviour and welfare, wildlife management and the legal system collaborated on the production of these evidence-based model bylaws.

This package contains model bylaws on:

- 🐾 Animal control, including provisions to address dangerous dogs, exotic animals, animal licensing and identification, urban chickens and bees, livestock protection, hoarding, community cat colonies and basic standards of animal care.
- 🐾 Waste and attractant management, to address unintentional feeding of wildlife not covered by provincial wildlife regulations.
- 🐾 Business licensing, including licensing standards for animal breeders, boarders, service providers and pet stores.

About the BC SPCA

The British Columbia Society for the Prevention of Cruelty to Animals (BC SPCA) has been protecting animals and advocating on their behalf for more than 120 years. Through its 36 branches, three veterinary hospitals, two spay and neuter clinics, one wildlife rehabilitation centre, a provincial call centre and its provincial office in Vancouver, the BC SPCA provides a wide range of services for more than 45,000 animals a year in distress and need around the province.

This document was prepared by Amy Morris, B.A., MPP in consultation with staff at the BC SPCA, municipal bylaw managers and lawyers.

For consultation and more information regarding these bylaws, email bylaws@spca.bc.ca or call 1-800-665-1868.

Mission

To protect and enhance the quality of life for domestic, farm and wild animals in British Columbia.

Vision statement

To inspire and mobilize society to create a world in which all animals enjoy, as a minimum, five essential freedoms:

- 🐾 Freedom from hunger and thirst
- 🐾 Freedom from pain, injury and disease
- 🐾 Freedom from distress
- 🐾 Freedom from discomfort
- 🐾 Freedom to express behaviours that promote well-being.

Table of Contents

Executive summary	iii
About the BC SPCA	iii
Table of Contents	iv
Introduction	1
Standards of care including hot cars and tethering	3
Standards of care for impounded animals	7
Hoarding and animal limits	9
Dangerous dogs and aggression	11
Licensing and identification	19
Cat population control and feral cat colonies	22
Urban chickens and urban bees	25
Wildlife feeding and attractant management	29
Exotic pets and farm animals	31
Animal performances, exhibitions and display	33
Business licences for animal businesses	35



Introduction

The BC SPCA released the first edition of its model bylaw in 2009. Since that time, new issues have emerged and better solutions have been identified. This update to the model bylaw incorporates the most recent best practices for municipal policy-based on scientific evidence.

Legality of bylaws related to animals

Municipalities are incorporated areas. Other than the City of Vancouver, municipalities in British Columbia are governed by the *Community Charter*. A municipality has the authority to provide any service that the council considers necessary or desirable, including **prohibiting and imposing requirements in relation to animals** in 8(3)(k). This is quite broad and allows for significant discretion in regard to animals. Part 3 Division 6 of the *Community Charter* specifically permits municipalities to establish classes of animals, to seize animals and to declare dogs dangerous. In *International Bio Research v. Richmond (City)*, 2011 BCSC 471, the Supreme Court of British Columbia held that, as long as there is a “municipal purpose” as outlined in section 7 of the *Community Charter*, a municipality is justified in passing bylaws related to animals. This section highlights that municipal purpose includes providing services and laws for community benefit, and fostering the economic, social and environmental well-being of its community.

Regional Districts provide governance and the delivery of services on a region-wide basis. They serve as the local government for residents and property owners in unincorporated rural areas. The *Municipal Act* gives the Province of British Columbia authority to issue Letters Patent to each Regional District. These official documents set out the political and administrative framework for the delivery of services, including any services related to animals. The *Municipal Act* specifically mentions the ability of Regional Districts to issue licences to a person who owns, possesses or harbours a dog (524). Municipalities can make bylaws in accordance with the *Community Charter* that supersede a Letter's Patent that also applies to their area.

Why address welfare at the municipal level?

Issues related to public health and safety and pet welfare are important to the Canadian public.

Municipal purpose: Each year, the Union of British Columbia Municipalities sends resolutions to the Province to ask them to address issues related to animals. More often than not, the response from the Province is that the *Community Charter* already gives municipalities the ability to address the issue locally.

Pilot project: Successful bylaw pilot projects in municipalities with data on enforcement can be helpful in making the case that a province-wide approach is needed, and demonstrates the success of such an approach on a small scale.

Ticketing authority: The municipal authority to issue a ticket for a bylaw violation is an authority not granted to the BC SPCA. While most citizens are motivated to take action once they have adequate education, there are some who require enforcement action. Enforcement actions involving tickets can help to fund enforcement activities, and more importantly, be a strong motivator for a citizen to move to action.

Shine light on animal abuse: Municipalities without bylaws in place to address animal issues can also become known as a “safe haven” for people who neglect and abuse animals. The BC SPCA frequently encounters scenarios where a person facing enforcement action in one municipality for animal neglect will move to another with fewer regulatory bylaws.

The remainder of the bylaw package provides summaries on specific issues and bylaw recommendations to address these issues.



Standards of care including hot cars and tethering

Animals who are poorly cared for can become a serious risk to community health and safety. Animals housed in unsanitary conditions are common sources of zoonotic disease (diseases that are transferable to humans) and animals raised in inadequate environments without proper socialization (e.g., confined in crates or tethered in backyards) are more likely to exhibit aggressive behaviour.

Bylaws that require basic standards of animal care allow bylaw officers to be proactive and address these issues of concern before an incident occurs. Sixty-eight municipalities in British Columbia have already instituted bylaws that require some basic standards of animal care. The adoption of such bylaws can be used to complement the provisions on animal care contained in the *Prevention of Cruelty to Animals Act*.

Animal neglect and cruelty including fighting

In cases of welfare issues related to cruelty and neglect, the BC SPCA recognizes the importance of partnering with bylaw officers to address issues related to irresponsible owners. The *Community Charter* gives municipalities the ability to ticket for bylaw offenses, while authorized agents responsible for enforcing the *Prevention of Cruelty to Animals Act* are not able to issue related tickets. Bylaw officers can issue tickets for offenses related to standards of care and be in communication with BC SPCA animal protection officers for follow-up as required. Contact the BC SPCA Call Centre with any concerns or questions at 1-855-622-7722.

Tethering and confinement

The BC SPCA strongly opposes the indiscriminate chaining, or other methods of tethering dogs, without due regard for their physical and/or psychological well-being. Dogs are social animals who require and thrive on companionship and interaction with people and other animals. Dogs can suffer immense psychological damage; they can become bored, anxious or frustrated and may show signs of aggression or destruction. Peer-reviewed studies have shown that dogs increase their aggression towards other dogs when tethered¹

¹ White, J., McBride, E.A. and Redhead, E. (2006). Comparison of tethering and group-pen housing for sled dogs. Universities Federation for Animal Welfare (UFAW) Conference 2006, London, UK, 13 Sep 2006. Accessed: <http://eprints.soton.ac.uk/55343> on November 14, 2008.

and that a significant proportion of fatal dog attacks (17%) are from dogs restrained on their own property².

The BC SPCA recognizes that municipalities prefer to take a culturally relevant approach to regulating tethering and confinement, so as not to punish responsible owners. For ease of enforcement and to decrease safety risks to the dog and others, the BC SPCA recommends each municipality, at a minimum, include specific provisions 1.3 and 3.4 below in their bylaw.

Animals in hot cars

Enforcing a bylaw related to animals in hot cars can be challenging. Each agency, including the police, the BC SPCA and the municipality, must balance both public expectation and resources. While the BC SPCA has the authority to remove animals in distress from vehicles, the Cruelty Investigations Department is 100% donor-funded and limited by having only 30 constables for the entire province and cannot issue tickets to guardians who are in violation of a municipal bylaw. Police and the RCMP have the ability to remove animals from vehicles and may have more agents for service delivery; however, they are often dealing with other high priority emergency response situations. Addressing the issue of animals in hot cars requires a multi-agency response, ideally with a bylaw officer attending to issue a ticket and to determine if the animal is licensed in accordance with the requirements of the licensing bylaw. Where necessary, the RCMP or the BC SPCA attends to remove the animal from the vehicle. The BC SPCA is supportive of updates to the *Community Charter* that would give bylaw officers authority to remove animals from vehicles, given the time-sensitive and serious nature of this issue.

The language of this provision (number 4 below) is written to allow for discretion based on the breed and animal type, recognizing that a dog with genetics from Egypt, for instance, will differ significantly to a dog with genetics from northern British Columbia. There is no specific temperature or amount of time that is deadly for all animals. Symptoms of heat stroke include exaggerated panting (or the sudden cessation of panting), excessive salivation, an anxious or staring expression, a rapid or erratic pulse, vomiting and diarrhea, weakness, muscle tremors, a lack of coordination, collapse, convulsions and death.

²Sacks, J., Sinclair, L., Gilchrist, J., Golab, G.C., and Lockwood, R. (2000). Breeds of dogs involved in fatal human attacks in the United States between 1979 and 1998. *Journal of the American Veterinary Medical Association*, 217, 6.



Choke, prong and shock collars

The BC SPCA does not support the use of devices and techniques that cause anxiety, fear, distress, pain or injury, such as choke chains, prong and shock collars. Recent scientific evidence demonstrates that dogs trained with choke, prong and shock collars are more likely to exhibit aggressive behaviour. Bylaws like this (6.3 below) can be enforced through the same monitoring already in place for off-leash areas and community patrols. Enforcement is best coupled with education around alternate training tools, such as front-clip harnesses and head collars.

Bylaw

Definitions

“Animal” means any member of the Kingdom Animalia excluding humans;

“Enclosure” means a structure forming a pen suitable to confine an animal; and

“Owner” includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons’ house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor.

Standards of Care

1. No person shall keep any animal in the municipality unless the animal is provided with:
 - 1.1 clean potable drinking water and food in sufficient quantity and of a recognized nutritional quality to allow for the animal’s normal growth and the maintenance of the animal’s normal body weight;
 - 1.2 food and water receptacles which are clean;
 - 1.3 the opportunity for regular exercise sufficient to maintain the animal’s good health, including daily opportunities for social contact with people or animals, to be free of an enclosure and exercised under appropriate control; and
 - 1.4 necessary veterinary care when the animal exhibits signs of pain, injury, illness, suffering, or disease.
2. No person may keep any animal which normally resides outside or which is kept outside for extended periods of time, unless the animal is provided with outside shelter:
 - 2.1 which ensures protection from heat, cold and wet that is appropriate to the animal's weight and type of coat;
 - 2.2 which provides sufficient space to allow the animal the ability to turn about freely and to easily stand, sit and lie in a normal position; at least one and a half (1.5) times the length of the animal in all directions, and at least as high as the animal's height measured from the floor to the highest point of the animal when standing in a normal position plus 10%;
 - 2.3 which provides sufficient shade to protect the animal from the direct rays of the sun at all times;

- 2.4 which contains dry bedding that will assist with maintaining normal body temperature; and
- 2.5 which is regularly cleaned and sanitized and all excreta removed at least once per day.
- 3. No person may cause, permit or allow an animal:
 - 3.1 to be hitched, tied or fastened to a fixed object in such a way that the animal is able to leave the boundaries of the owner's property; or
 - 3.2 to be hitched, tied or fastened to a fixed object where a choke, prong or shock collar forms part of the securing apparatus, or where a rope or cord is tied directly around the animal's neck; or be tethered other than with a collar that is properly fitted to the animal and attached in a manner that will not injure the animal or enable the animal to injure itself by pulling on the tether; or
 - 3.3 to be hitched, tied or fastened to a fixed object except with a tether of sufficient length to enable the full and unrestricted movement of the animal; or
 - 3.4 to be hitched, tied or fastened to a fixed object unattended at any time; or
 - 3.5 to be hitched, tied or fastened to a fixed object for longer than four (4) hours within a 24 hour period.
- 4. No person shall keep an animal confined in an enclosed space, including a motor vehicle, without sufficient ventilation to prevent the animal from suffering discomfort or heat or cold-related injury. Such enclosed space or vehicle (if stationary) shall be in an area providing sufficient shade to protect the animal from the direct rays of the sun at all times.
- 5. No person may transport an animal in a vehicle outside of the passenger compartment or in an uncovered passenger compartment, unless it is adequately confined to a pen or cage, or secured in a body harness or other manner of fastening to prevent it from jumping, falling off the vehicle or otherwise injuring itself.
- 6. No person shall permit an animal to suffer from thermal distress, dehydration, discomfort or exertion causing unnecessary pain, suffering or injury.
- 7. Notwithstanding any other provision of this bylaw, no person shall:
 - 7.1 abandon any animal;
 - 7.2 in any way use poison, air pellet guns, bows and arrows, sling shots and the like on any animal;
 - 7.3 use choke, prong or shock collars or harsh physical or verbal corrections to train or restrain any animal;
 - 7.4 tease, torment, provoke, punch, kick or choke an animal;
 - 7.5 cause, permit or allow an animal to suffer; or
 - 7.6 train or allow any animal to fight.



Standards of care for impounded animals

Research in the last 15 years highlights how short-term experiences can have a lasting effect on animals. In shelter situations, the care an animal receives each day is directly correlated to their physical and psychological well-being. Animals who have appropriate provisions of food and clean water, the opportunity for exercise and social enrichment, the provision of veterinary care, and separate spaces for sleeping, eating and eliminating have better outcomes than animals whose care is limited by issues related to inadequate space, staffing or budget. The *Canadian Standards of Care in Animal Shelters* is a national standard for animal impoundment facilities, which contains a list of minimum standards and best practices for the keeping of animals in a shelter environment. Facilities falling below minimum standards must take steps to rectify these deficiencies or work with a contractor who will assist them in addressing these minimum acceptable practices.

When performing euthanasia in a shelter, each individual animal must be treated with respect. A veterinarian with appropriate training and expertise for the species involved should be consulted to ensure that proper procedures are used. Any euthanasia method used in a shelter must quickly induce loss of consciousness followed by death, while ensuring the death is as free from pain, distress, anxiety, or apprehension as possible. The euthanasia method must be reliable, irreversible and compatible with the species, age and health status of the animal. Any agent or method that is unacceptable according to the AVMA Guidelines on Euthanasia is also unacceptable for use in shelters. The identity of each animal to be euthanized must be determined with certainty beforehand, including scanning multiple times for a microchip using a universal scanner and verifying that the animal is properly designated for the procedure. An assessment must be made of each animal's size, weight and temperament so the appropriate drug dose, needle and syringe size as well as restraint method can be used.

Bylaw

Definitions

"Animal" means any member of the Kingdom Animalia excluding humans;

"Animal Shelter Manager" means any person appointed by the municipality as the animal shelter manager or any contractor who has entered into an agreement with the municipality to assume the responsibilities of the animal shelter manager pursuant to this bylaw, and includes the delegates of this person;

"Impounded" means seized, delivered, received, or taken into the custody of the municipality or in the custody of the animal shelter manager;

“Owner” includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons’ house or premises or to whom a licence for an animal has been issued pursuant to this Bylaw and where the Owner is a minor, the person who is the legal guardian or has custody of the minor; and

“Permanent Identification” means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner.

Shelter Standards

1. The animal impoundment facility shall ensure all “must” and “unacceptable” statements set out in the *Canadian Standards of Care in Animal Shelters: Supporting ASV Guidelines* are addressed. This document is available at (<https://www.canadianveterinarians.net/documents/canadian-standards-of-care-in-animal-shelters>).
2. The animal shelter manager shall ensure that all animals impounded under this bylaw receive sufficient food, water, shelter, exercise, social interaction and, if necessary, reasonable veterinary attention, and that the animals are not mistreated during seizure and impoundment.
3. During the impoundment period, the animal shelter manager shall provide veterinary care and pain control for an injured or ill impounded animal as may be necessary to sustain its life and relieve distress.
4. If an animal shelter manager considers that an impounded animal requires:
 - 4.1 a vaccination;
 - 4.2 flea treatment;
 - 4.3 worm treatment;
 - 4.4 examination by a veterinarian; or
 - 4.5 urgent veterinary care to alleviate any pain or suffering as recommended by a veterinarian, then the animal shelter manager can cause such care to be provided at the sole cost and expense of the animal’s owner.
5. During or following the impoundment period, the animal shelter manager must, in consultation with a veterinarian, take an animal to a veterinarian for euthanasia, where s/he reasonably believes:
 - 5.1 immediate veterinary treatment cannot prolong the animal’s life, or;
 - 5.2 prolonging the animal’s life would result in the animal suffering unduly, and;
 - 5.3 all reasonable efforts to contact the owner of the animal have failed.
6. Any euthanasia method used in a shelter must quickly induce loss of consciousness followed by death, while ensuring the death is as free from pain, distress, anxiety, or apprehension as possible. The euthanasia method must be reliable, irreversible and compatible with the species, age and health status of the animal. Any agent or method that is unacceptable according to the AVMA Guidelines on Euthanasia is also unacceptable for use in shelters.
7. The animal shelter manager is entitled to recover from the owner the cost of veterinary care provided while the animal was impounded, in addition to any other fees due to the municipality for the redemption of the animal.

Hoarding and animal limits

Setting a limit to the number of animals that one household can provide care for is always going to be subjective. The size and type of animal, the caregiver's capacity to provide care and the size of the caregiver's property will all play a role in how many animals for whom it is possible to provide adequate care. The BC SPCA is supportive of having a limit that allows for enforcement in hoarding situations, while not penalizing the average pet guardian.



Enforcement also plays a significant role in addressing hoarding situations. Where a family is providing adequate care and is over the limit, an animal bylaw officer can choose to use education rather than issuing a ticket or seizing animals. In some cases, a person may be providing community assistance by caring for a friend's animal temporarily. If there are no concerns regarding licensing, welfare or public safety, the BC SPCA recommends leniency for caring and responsible animal guardians.

Bylaw

Definitions

“Animal Bylaw Officer” means any person appointed by council as an animal control officer or bylaw enforcement officer;

“Cat” means the domestic cat *Felis catus*;

“Community Cat” means any free-roaming cat that may be cared for by one or more residents of the immediate area who is/are known or unknown; a community cat may or may not be feral. Community cats are exempt from licensing and are not considered to be stray or at-large;

“Community Cat Caregiver” means a person who, in accordance with a good faith effort to conduct Trap-Neuter-Return, provides care. This care includes providing food, shelter, or medical care to a community cat. However, community cat caregivers are not the owner or keeper of a community cat (see section Cat population control and feral cat colonies);

“Dog” means the domestic dog *Canis lupus*;

“Licensee” means any person or business entity who obtains a licence to operate and does operate a business that involves providing care for animals, other than a veterinary clinic, including pet stores, animal kennels, animal daycares, dog walkers and animal groomers; and

“Small Animals” means domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds).

Limit on Pets

1. No person shall keep or allow to be kept on any real property more than a total of six (6) cats and dogs over the age of twelve (12) weeks, and a reasonable number of small and aquatic animals, unless they are a licensee, community cat caregiver, veterinary clinic or animal shelter.

2. If a person is providing temporary care for more than a total of six (6) cats and dogs over the age of twelve (12) weeks, they shall notify the animal bylaw officer with the number and species of animals, reason and estimated length of time they will be providing care.



Dangerous dogs and aggression

Dog aggression, while a natural behavior for dogs, can be a serious threat or harmful to public safety and other animals. A prevalent and divisive issue, it must be addressed if we are to create humane communities where humans and dogs co-exist and enrich each other's lives. The most effective approach to dealing with the issue of inappropriate canine aggression in our communities is to develop a coordinated strategy. Strategies for a municipality to adequately address aggression include:

- Animal control bylaws that promote spaying and neutering, make pet identification mandatory, restrict the keeping of poorly socialized backyard dogs and place the burden of responsibility for an animal's actions on the guardian, not the dog;
- Partnering with agencies that enforce provincial laws to address animal neglect, which contributes to canine aggression;
- Developing effective licensing schemes that regulate breeding facilities and pet stores, as these components of the animal sector play a critical role in the early socialization of pets;
- Registering dogs with aggressive behaviour through reporting by veterinarians, groomers, police, postal carriers, animal control officers, meter readers and humane organizations;
- Creating a centralized, accessible database for the recording of dog bite incidents;
- Requiring mandatory remediation of aggressive, vicious or dangerous dogs using humane, force free methods;
- Providing education on responsible pet guardianship, canine behaviour and dog bite prevention;
- Developing resources for guardians of dogs with aggression problems, including identifying professionals who can provide remedial measures for canine aggression that are in line with the BC SPCA's FAQ on "How to choose a dog trainer":
<http://spca.bc.ca/dog-trainer/>

By implementing these recommended bylaws, municipalities can proactively address many of the predisposing factors to canine aggression problems in a community.



Breed-specific restrictions are not a solution

The BC SPCA opposes breed specific restrictions, as commanding evidence³⁴⁵ demonstrates that they do not adequately address the problem of dog aggression in a community.

Rather, the most effective way to address public safety concerns is for government, animal welfare organizations and other stakeholders to work together on multi-faceted strategies that identify and address the sources of dangerous dogs of all breeds.

The BC SPCA strongly recommends against breed banning for the following reasons:

- Breed-specific restrictions ignores the fact that aggressive behaviour can occur in any breed.
- Breed-specific restrictions do nothing to discourage irresponsible behaviour of people who breed, train, sell or possess dangerous dogs who are not named under the breed ban. To avoid breed-specific restrictions, people who want aggressive dogs will switch to other breeds or select cross-breeds that are difficult to classify.
- There are no efficient methods to determine a dog's breed in a way that can withstand legal challenge. Any breed-specific restriction inevitably results in the creation of subjective and arbitrary factors to determine breed.
- Breed-specific restrictions treads upon the rights of responsible dog guardians who cherish a non-aggressive pet whose breed may fall under the legislation.

³ Huitson, N.R. (2005). *An exploratory analysis of the emergence and implications of breed specific legislation: Knee-jerk reaction or warranted response?* (Master's thesis). Retrieved from Simon Fraser University Library.

⁴ Clarke, N.M. & Fraser, D. (2013). Animal control measures and their relationship to the reported incidence of dog bites in urban Canadian municipalities. *Canadian Veterinary Journal* 54(2), 145-149.

⁵ Ledger, R. A., Orihel, J.S., Clarke, N., Murphy, S., & Sedlbauer, M. (2005). Breed specific legislation: Considerations for evaluating its effectiveness and recommendations for alternatives. *Canadian Veterinary Journal*, 46, 735-743.

Bylaw

Adapted from City of Surrey Bylaw No. 19105

Definitions

“Aggressive Behaviour” means any behaviour by a dog that demonstrates a threat or harm directed at a person or animal and includes snarling;

“Aggressive Dog” means a dog that:

- a) has without justifiable provocation displayed aggressive behaviour toward a person or animal; or
- b) has without justifiable provocation caused a minor injury to a person or animal;

“Animal” means any member of the Kingdom Animalia excluding humans;

“Animal Bylaw Officer” means any person appointed by council as an animal control officer or bylaw enforcement officer;

“Animal Shelter Manager” means any person appointed by the municipality as the animal shelter manager or any contractor who has entered into an agreement with the municipality to assume the responsibilities of the animal shelter manager pursuant to this bylaw, and includes the delegates of this person;

“At Large” means:

- a) an animal located elsewhere than on the premises of the person owning or having the custody, care or control of the animal that is not under the immediate charge and control of a responsible and competent person;
- b) an animal located upon a highway or other public place, including a school ground, park or public beach, that is not secured on a leash to a responsible and competent person; or
- c) a vicious dog or dangerous dog that is on the premises of the owner that is not contained in an enclosure or securely confined within a dwelling;

“Dangerous Dog” means a dog that:

- a) has killed or seriously injured a person;
- b) has killed or seriously injured an animal while in a public place or while on private property, other than property owned or occupied by the person responsible for the dog;
- c) has previously been deemed a vicious dog and has since attacked or caused injury to a person or animal after being deemed a vicious dog; or
- d) as defined in the Community Charter S.B.C. 2003 c. 26, as amended;

“Dog” means an animal of the canine species, irrespective of sex or age;

“Dangerous Dog Enclosure” means a fence or structure at least two (2) metres in height and two (2) metres in width, forming or causing an enclosure suitable to prevent unauthorized entry and suitable to confine a dog in conjunction with other measures taken by the owner. The enclosure must be securely enclosed and locked and designed with secure sides, top and bottom and must be designed to prevent the animal from escaping;

“Identification” means:

- a) a collar or tag worn by an animal which includes the name, current address and contact information of the owner;
- b) a traceable tattoo;
- c) a traceable microchip; or
- d) a valid licence tag issued by a local government in British Columbia;

“Impounded” means seized, delivered, received or taken into the custody of the municipality or in the custody of the animal shelter manager;

“Guard Dog” means a dog that is specifically trained for or used primarily for the purposes of guarding property, including residential, commercial and industrial property;

“Muzzle” means a humane basket-style fastening or covering device that is strong enough and well-fitted enough to prevent the dog from biting, without interfering with the breathing, panting or vision of the dog or with the dog's ability to drink;

“Neuter” means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

“Owner” includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor;

“Permanent Identification” means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner;

“Seize” includes impound and detain;

“Serious Injury” means a physical injury to a person or animal that consists of deep punctures, lacerations in more than one direction, broken bones or an injury requiring stitches or cosmetic surgery;

“Spay” means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association; and

“Vicious Dog” means a dog that:

- a) has without justifiable provocation caused a serious injury to a person or animal; or
- b) has a known propensity, tendency or disposition to attack without justifiable provocation; or
- c) has on more than one occasion caused a minor injury to a person or animal; or
- d) has while running at large, aggressively pursued or harassed a person without justifiable provocation, or has demonstrated a propensity, tendency or disposition to do so as deemed by an animal bylaw officer or animal shelter manager.

Aggressive Dogs

1. If an animal bylaw officer receives a credible complaint that a dog has exhibited aggressive behaviour, that bylaw officer may issue the owner of that dog written notice of that complaint, such written notice to include the following:
 - 1.1 the date, place and circumstances of the events alleged;
 - 1.2 a warning that if the dog that is the subject of the complaint is found to have exhibited aggressive behaviour again, the dog could be deemed to be an aggressive dog; and
 - 1.3 a copy of the bylaw relating to aggressive dogs.
2. Where the owner of a dog has received a notice in the form set out in section 1 above and a bylaw officer receives another credible complaint that the dog has exhibited aggressive behaviour, the dog may be deemed to be an aggressive dog. An animal bylaw officer may issue a written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to aggressive dogs and which deems that dog to be an aggressive dog.
3. Every owner of an aggressive dog shall:
 - 3.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;
 - 3.2 ensure that the dog is not running at large within the municipality at any time;
 - 3.3 keep the dog muzzled and on leash when in a designated off-leash area; and
 - 3.4 within fourteen (14) calendar days of receiving notice that their dog is an aggressive dog, ensure the dog has permanent identification and provide the permanent identification information to the municipality.
4. An owner, following a period of at least one (1) year from the date stated on the written notice deeming their dog an aggressive dog, may apply to the municipality for relief from the requirements of Section 2 provided that:
 - 4.1 the municipality has received no further complaints in regard to that dog's aggressive behaviour; and
 - 4.2 proof and documentation is provided that the owner and the dog have successfully completed a humane, force-free training course⁶, deemed acceptable by an animal bylaw officer as acting reasonably to address the dog's aggressive behaviour.
5. If a dog displays aggressive behavior again after relief has been granted, the requirements of section 2 shall apply in perpetuity.

Vicious Dogs

6. Where a dog meets the definition of a vicious dog, an animal bylaw officer may issue written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to vicious dogs and which deems that dog to be a vicious dog.
7. Every owner of a vicious dog shall:

⁶ The Canine Good Neighbour Program offers demonstration of remediation: <http://www.ckc.ca/en/Raising-My-Dog/Responsible-Ownership/Canine-Good-Neighbour-Program>

- 7.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;
- 7.2 ensure that the dog is not running at large within the municipality at any time;
- 7.3 ensure that the dog is not in a designated off-leash area in the municipality at any time;
- 7.4 keep the dog effectively muzzled to prevent it from biting another animal or human when not on the owner's property;
- 7.5 post a clearly visible sign at all points of entry onto any premises where the dog is being kept, temporarily or permanently, warning that there is a vicious dog on the premises;
- 7.6 at all times while the vicious dog is on the person's premises, keep the vicious dog securely confined indoors or confined outdoors in an enclosure; and
- 7.7 within fourteen (14) calendar days of receiving notice that their dog is a vicious dog, ensure the dog has permanent identification and provide the permanent identification information to the municipality.

Dangerous Dogs

8. Where a dog meets the definition of a dangerous dog, an animal bylaw officer may issue written notice to the owner of that dog advising the owner of the requirements of this bylaw with respect to dangerous dogs and which deems that dog to be a dangerous dog.
9. The owner of any dog that has been deemed a dangerous dog by written notice may, within fourteen (14) calendar days of issuance of that written notice, request in writing that the animal bylaw officer reconsider the decision. The request for reconsideration must be accompanied by:
 - 9.1 written reasons why the dog is not a dangerous dog; and
 - 9.2 a written assessment of the dog, prepared by a dog behaviour specialist within the last six (6) months.
10. If the written request for reconsideration referenced is received by the municipality within the time specified in Section 8, the animal bylaw officer may provide the owner and any complainant with an opportunity to make representations regarding the dangerous dog. The bylaw manager may confirm, reverse or amend the decision designating the dog as a dangerous dog and may cancel or modify any restrictions, requirements or conditions imposed by an animal bylaw officer and impose any new or additional restrictions, requirements or conditions as he or she deems necessary or appropriate in the circumstances.
11. No person shall own or keep any dangerous dog unless the dog is licensed as a dangerous dog with the municipality by an owner who is over nineteen (19) years of age, who has paid the applicable fee, and who keeps the dog in compliance with Sections 12-14.
12. The owner of a dangerous dog has fourteen (14) days to come into compliance with sections 12-13 of the bylaw, from the date the dog was deemed a dangerous dog.
13. In order to obtain a licence for a dangerous dog, an owner of a dangerous dog shall supply the following documentation to the municipality:
 - 13.1 completion of the dog licence application;
 - 13.2 written confirmation from a licensed veterinarian that this dog has been neutered or spayed;

- 13.3 written confirmation from a humane animal trainer approved by the municipality that the services of such trainer have been retained for the purpose of providing behavioural remediation to the dog;
 - 13.4 written confirmation that the owner has obtained a policy of liability insurance specifically covering any damages for injuries caused by the dog in an amount not less than five hundred thousand (500,000) dollars, and covering the twelve (12) month period during which licensing is sought;
 - 13.5 written confirmation that the dog has permanent identification with the permanent identification information outlined on the application; and
 - 13.6 payment of the dangerous dog licence fee.
14. Every owner of a dangerous dog shall:
- 14.1 secure the dog by a collar and leash that is a maximum length of one (1) metre when not on the owner's property;
 - 14.2 ensure that the dog is not running at large within the municipality at any time;
 - 14.3 ensure that the dog is not in a designated off-leash area in the municipality at any time;
 - 14.4 keep the dog effectively muzzled to prevent it from biting another animal or human when not on the owner's property;
 - 14.5 post a clearly visible sign at all points of entry onto any premises where the dog is being kept, temporarily or permanently, warning that there is a dangerous dog on the premises;
 - 14.6 at all times while the dog is on the person's premises, keep the dog securely confined indoors or confined outdoors in an enclosure with a roof and locked entry; and
 - 14.7 have the dangerous dog photographed and the photo retained at the animal shelter for identification purposes.
15. The owner of a dangerous dog shall promptly notify the municipality's animal shelter manager if:
- 15.1 the dog is found to be running at large; or
 - 15.2 the dog's owner or place of residence changes; or
 - 15.3 the dog is given away or dies.
16. If the owner of a dangerous dog is unwilling or unable to comply with the requirements of sections 12-14, the dog may be seized and impounded for a four (4) day holding period, after which the dog may be euthanized.
17. The owner of a dangerous dog may, within four (4) days of impoundment, request the release of a dangerous dog by submitting to the animal shelter manager a letter providing proof of his or her actions of remediation to the contraventions of this bylaw. It will be at the discretion of the animal shelter manager whether the owner meets the requirements of the bylaw. The animal shelter manager must provide a written decision within five (5) days to the owner that, a. the dog may be released as the owner meets the requirements of the bylaw, b. the owner has additional time to meet the requirements of the bylaw and an assigned timeline, or c. the dog will be euthanized.

Guard Dogs

18. Every owner of a guard dog shall prevent the guard dog from leaving the property of the owner by ensuring:

- 18.1 the guard dog is confined within the premises and these premises are reasonably secure against unauthorized entry;
- 18.2 the premises are completely enclosed by means of a two (2) metre fence constructed in accordance with municipal bylaws and any gates in such fence are reasonably secured against unauthorized entry;
- 18.3 the guard dog is securely confined in an area within the premises that is adequate to ensure that the guard dog cannot escape;
- 18.4 warning signs advising of the presence of a guard dog on the premises are posted, with lettering clearly visible from the lesser of the curb line of the property and fifteen (15) metres from the premises, and posted at each driveway or entranceway to the property and at all exterior doors of the premises; and
- 18.5 before bringing the guard dog onto the premises under control of the owner, notify the animal shelter manager, the Fire Department, the Bylaw Enforcement and Licensing Services Division and the police of the address of the property which the guard dog will be guarding, the approximate hours during which the guard dog will be performing guard duties, the breed, age, sex and licence number of the guard dog and the full names, addresses and telephone numbers of the owner and any other individual who will be responsible for the guard dog.

Dangerous Dog Enclosure

- 19. No person shall keep a dog in a dangerous dog enclosure unless all of the following requirements are met:
 - 19.1 the enclosure shall be a fully enclosed structure with a minimum dimension of two (2) metres in width, by four (4) metres in length and two (2) metres in height from the grade upon which the enclosure is constructed;
 - 19.2 the location of the enclosure shall be within a rear yard and shall meet the requirements for an accessory structure contained within the municipality's zoning bylaw, as amended from time to time;
 - 19.3 the enclosure shall include an outside shelter that conforms to the Standards of Care section of this bylaw;
 - 19.4 if the sides are not secured to the bottom of the enclosure, then the sides shall be embedded into the ground no less than thirty (30) centimetres or as deep as may be necessary to prevent the escape of the dog from the enclosure; and
 - 19.5 the enclosure must be regularly cleaned and sanitized and all excreta removed at least once a day.

Licensing and identification

The increase in ownership, movement and variety of animals kept as pets has resulted in problems with public safety, disease control and stray, lost and stolen animals. Carefully legislated and well-implemented licensing and identification programs help to reunite pets and owners, reduce stress to individual animals and their owners, reduce municipal daily care costs and help with issues related to theft and dangerous dogs. The percentage of animals reunited with their owners in a community is directly connected to the quality of the licensing and identification program. Companies that provide specialized online services to help with licensing can also make a significant difference in the number of animals returned to their owners, as can be seen in the community of Kingston, ON.

Permanent identification

The BC Pet Registry is owned and operated by the BC SPCA and is the only provincial pet identification (ID) registry in British Columbia (B.C.), created solely for the purpose of ensuring that all companion animals find their way home when they stray or are lost. By investing in permanent identification, BC Pet Registry aims to reverse a trend that sees thousands of animals enter shelters in our province each year, with no way to find their way home due to a lack of any form of permanent identification.

BC Pet Registry records the permanent identification information (any microchip, tattoo and/or license) of pets across the province. This program offers a centralized, secure database for guardians to register their pets and partner agencies (veterinary clinics and animal control/rescue groups) to search the database, ensuring that lost/stray animals will return home in greater numbers than ever before. To learn more about how to access the BC Pet Registry system, contact info@bcpetregistry.ca.

Cat registration and licensing

The BC SPCA cares for more than 14,000 cats each year, approximately half of whom come to us as strays. While nearly every municipality in B.C. requires that dogs be licensed, very few have instituted cat licensing. For cat welfare to be improved in any community, regulatory and educational initiatives are needed. While cat licensing alone may not solve cat welfare and control issues, it can be a significant component of any community's efforts to address them.



Cat licensing has demonstrated a number of benefits for cats and people. Among the benefits documented to date are:

- Higher return-to-owner rates, resulting in lower rehoming and/or euthanasia rates for cats.
- Reduction of cat overpopulation by offering monetary incentives for spay/neuter through differential licence fees.

Licensing also represents a municipality's best opportunity to raise revenue for animal control services and associated programming, such as spay/neuter funds.

A municipality must consider the following options when implementing registration or licensing:

- Paid vs. Free
- Mandatory vs. Voluntary
- Lifetime vs. Annual
- Tag vs. No Tag

We present two models for licensing cats, the second which also applies to dogs, and recommend that civic institutions consult with their communities to determine what the best fit is for their own community.

Bylaw

Definitions

"Animal Bylaw Officer" means any person appointed by council as an animal control officer or bylaw enforcement officer;

"Cat" means the domestic cat *Felis catus*;

"Dog" means the domestic dog *Canis lupus*;

"Neuter" means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

"Owner" includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons' house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor; and

"Spay" means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association.

Identification

1. Every owner of a cat or dog shall affix, and keep affixed, sufficient identification on the cat or dog by a collar, harness, traceable tattoo, microchip or other suitable device such that a person finding

the cat or dog at large in the municipality can identify and contact the owner. The form of identification used must provide a means of determining the sterilization status of the cat or dog.

2. Every owner of a cat apparently over the age of three (3) months, shall provide evidence that the cat has identification that complies with this bylaw upon request by an animal bylaw officer.

Option 1: Mandatory free lifetime registration without tag for cats

1. No person shall own or keep any cat apparently aged three (3) months or more within the municipality unless such a cat is registered as provided by this Bylaw.
2. Any owner of a cat must register their cat by:
 - 2.1 submitting a registration application in the form provided by the municipality;
 - 2.2 ensuring that the cat has identification and that the identification information is provided to the municipality.
3. The municipality shall keep a complete registry of all cats, indicating the dates of registration, the name and description (where relevant, photograph) of each cat, and the name and address of each owner.
4. The owner of any registered cat shall, within thirty (30) days of the owner's change of address, notify the municipality of change of address.

Option 2: Mandatory licensing

1. No person shall own, keep, possess or harbour any dog or cat over the age of three (3) months in the municipality unless a valid and subsisting licence for the current calendar year has been obtained for the dog or cat.
2. If a dog or cat is required to be licensed pursuant to this bylaw, the owner of the dog or cat shall apply to the municipality for a licence. Upon receipt of the application and payment of the prescribed fee, the municipality shall issue a licence and for that licence year.
3. Where a licence tag is issued, the owner of a dog or cat for which a licence has been issued under this bylaw shall affix, and keep affixed, the licence tag on the dog or cat by a collar, harness, or other suitable device.
4. Where this bylaw provides for a reduced licence fee for a dog or cat that is neutered or spayed, the application shall be accompanied by a certificate signed by a veterinarian indicating that the dog or cat has been neutered or spayed.
5. The owner of any licensed dog or cat shall, within thirty (30) days of the owner's change of address, notify the municipality of the change of address.



Cat population control and feral cat colonies

Cats play a number of roles in our society. For some, they are companions and for others, they serve to keep rodent populations at bay. Still others see them as a nuisance for the diseases they may carry and the bird populations they threaten. Cats can bring controversy to our communities. Historically, cats participated in human life by eating the mice and rats who came for people's food scraps. Over time, cats developed bonds with humans and were gradually domesticated as pets. Many owned cats, unlike dogs, are still genetically similar to wild cats.

Cats breed prolifically, especially when a group of community cats has access to a food source. The continued growth of these groups, without any intervention, can put public safety and wildlife at risk, while the cats themselves are at risk of poor welfare. Sterilization of 80% or more of the cats in a group and continued monitoring is the only proven method of decreasing the cat population. If cats are removed from an area and the food source is still available, more cats will fill the empty space. The BC SPCA recommends that communities take steps to address their cat overpopulation issues by implementing spay and neuter programs.

Guardians who are expected to house their cats exclusively indoors (second option of Cats At Large below) need to provide behavioural enrichment to ensure their cats remain active and psychologically stimulated. For more information, visit <http://spca.bc.ca/indoor-cats-vs-outdoor-cats/>.

Bylaw

Definitions

"Animal Bylaw Officer" means any person appointed by council as an animal control officer or bylaw enforcement officer;

"At Large" means:

- a) an animal located elsewhere than on the premises of the person owning or having the custody, care or control of the animal that is not under the immediate charge and control of a responsible and competent person; or
- b) an animal located upon a highway or other public place, including a school ground, park or public beach, that is not secured on a leash to a responsible and competent person;

"Cat" means the domestic cat *Felis catus*;

"Community Cat" means any free-roaming cat that may be cared for by one or more residents of the immediate area who is/are known or unknown; a community cat may or may not be feral. Community cats are exempt from licensing and are not considered to be stray or at-large;

“Feral Cat” means a cat that is unsocialized to humans and has a temperament of extreme fear and resistance to contact with humans;

“Community Cat Caregiver” means a person who, in accordance with a good faith effort to conduct Trap-Neuter-Return, provides care. This care includes providing food, shelter or medical care to a community cat. However, community cat caregivers are not the owner or keeper of a community cat;

“Community Cat Colony” means a group of community cats that congregate, more or less, together as a unit and share the same food source;

“Community Cat Program” means the nonlethal process of humanely trapping, sterilizing, vaccinating where relevant to the community, providing some form of identification (ear-tip, tattoo or microchip) and returning cats to their original location; and **“Trap-Neuter-Return (TNR) Program”** means the same;

“Eartipping” means the removal of the ¼ inch tip of a community cat’s ear (usually left), performed while the cat is under anesthesia under the supervision of a licensed veterinarian;

“Neuter” means the sterilization of a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

“Owner” includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons’ house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor;

“Permanent Identification” means identification for an animal in the form of a traceable tattoo or a microchip that contains the current contact information of the owner;

“Spay” means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association; and

“Trap-Neuter-Return (TNR) Program” means the same as **“Community Cat Program”**.

Cats At Large

1. No owner shall permit a cat that is apparently over the age of six (6) months to be at large, unless such cat, if female, is spayed or if a male, is neutered.

Or

1. No owner shall permit a cat that is apparently over the age of six (6) months, which is owned, possessed or harboured by him or her, to be at large unless it is part of a community cat program.

Community Cat Programs

2. Trap-neuter-return shall be legal and permitted to be practiced by community cat caregivers, organizations and animal bylaw officers.
3. As a part of trap-neuter-return, spay or neuter and vaccination shall take place under the supervision of a licensed veterinarian.
4. A trapped eartipped cat, or one with permanent identification that indicates sterilization, will be released on the site where trapped unless veterinary care is required. An eartipped cat, or one with

permanent identification that indicates sterilization, received by a shelter or animal control will be returned to the location where trapped unless veterinary care is required.

5. Community cat caregivers may reclaim impounded community cats without proof of ownership solely for the purpose of carrying out trap-neuter-return and/or returning spayed or neutered community cats to their original locations.
6. A community cat caregiver who provides care to, has temporary custody of or returns a community cat to its original location while conducting trap-neuter-return is not deemed to have abandoned the cat.
7. Community cat caregivers are required to provide food, water and shelter on an ongoing basis and medical care as needed, in compliance with [Standards of Care](#) 1 and 2.

Companion Animal Ownership

8. Mandatory microchipping and registration do not apply to community cats.



Urban chickens and urban bees



Local and sustainable food systems are a vital part of vibrant, healthy communities. Trade-offs can exist when permitting residents in urban areas to house hens and bees. Some of the issues include noise, swarms and attracting pests and wildlife such as flies, rodents, raccoons and bears. A well-managed system ensures that goals related to local food are met and risks are mitigated. Education is a crucial aspect of implementing bylaws with the possibility for neighbour-related conflicts (including our wild neighbours). Electric fencing, in provisions 4.14 and 6.6, may be required dependent on the bear issues in the municipality. The District of Squamish, for example, has a clear education program in place to provide guidance to residents who are interested in having hens on their property: <https://squamish.ca/our-services/animal-control/urban-hens/>.

Bylaw

Adapted from District of Squamish Bylaw No. 2335, City of Vancouver Bylaw No. 9150

Definitions

“Animal Bylaw Officer” means any person appointed by council as an animal control officer or bylaw enforcement officer;

“At Large” means:

- a) an animal located elsewhere than on the premises of the person owning or having the custody, care or control of the animal that is not under the immediate charge and control of a responsible and competent person; or
- b) an animal located upon a highway or other public place, including a school ground, park or public beach, that is not secured on a leash to a responsible and competent person;

“Bees” mean any insect of the species *Apis mellifera*;

“Beehive” means a structure which houses a colony of worker bees with a queen and drones;

“Coop” means a covered enclosed structure to shelter hens;

“Farm Animal” means any domesticated livestock, poultry or insect that is adapted to British Columbia’s climate and is limited to alpacas, cattle, chickens, donkeys, ducks, European rabbits, geese, goats, honeybees, horses, llamas, pigs, quail, sheep and turkeys;

“Hen” means a domesticated female chicken that is at least four (4) months old;

“Pen” means a fully enclosed outdoor space for hens;

“Public Place” includes any highway, sidewalk, boulevard, public space, park or any real property owned, held, operated or managed by the municipality;

“Rooster” means a domesticated male chicken;

“Urban Beekeeping” means the keeping, owning, or maintaining of beehives on a parcel of land occupied by a resident beekeeper. This does not include land zoned for agricultural use as defined by the Zoning Bylaw;

“Urban Hen” means a domesticated female chicken that is at least four (4) months old that is kept on a parcel of land occupied by a resident. This does not include land zoned for agricultural use as defined by the Zoning Bylaw; and

“Wildlife” means any undomesticated free-ranging animal.

At Large

1. No person shall permit any farm animal to be running at large unless under the immediate care and control of a competent person.
2. Where an animal, including farm animals, defecates on a highway, public place or lands of any person other than the owner of the animal, the person having care, custody or control of the animal, including farm animals, shall immediately remove the excrement and dispose of it in a sanitary manner.

Keeping of Urban Hens

3. The keeping of up to five (5) hens is permitted provided that no neighbourhood health, environmental or nuisance problems result. Universities are not restricted to the number of hens for educational purposes.
4. A person who keeps one (1) or more hens, up to a maximum of five (5), must:
 - 4.1 be a resident of the property where the hens are kept;
 - 4.2 keep no more than five (5) hens on any parcel of land despite the number of permissible dwelling units on that parcel;
 - 4.3 not keep a rooster;
 - 4.4 ensure that all hens are kept within a secure coop from sunset to 7:00 a.m.;
 - 4.5 ensure that each hen remains at all other times in a coop or pen;
 - 4.6 not permit a hen within a residential dwelling unit or on a balcony or deck;
 - 4.7 provide a coop and a pen each with a minimum of 0.37 square metres in floor area and 0.92 metres in height per hen;
 - 4.8 provide each hen with consistent access to a nesting box and its own perch that is at least fifteen (15) centimetres long;
 - 4.9 not keep a hen in a cage unless for the purposes of transport of the hen;
 - 4.10 ensure that the coop and pen are situated in a backyard only which has a continuous fence that is in accordance to the Zoning Bylaw;
 - 4.11 ensure that the coop is situated in accordance with the accessory building setbacks identified in the Zoning Bylaw;
 - 4.12 ensure that the coop and pen are situated at least three (3) metres away from any windows or dwelling doors;
 - 4.13 ensure that the coop and pen are fully enclosed by electric fencing and situated no less than one (1) metre from the electric fencing per the Zoning Bylaw;

- 4.14 maintain each coop and pen in good repair and sanitary condition, and free from vertebrate wildlife and obnoxious smells and substances;
- 4.15 construct, situate and maintain each coop and pen such that it is secure from other animals and prevents any rodent from harbouring underneath or within it or within its walls;
- 4.16 not sell any manure or meat derived from the hens;
- 4.17 secure all hen food that is stored outdoors from wildlife;
- 4.18 ensure the timely removal of leftover food, debris and manure from each coop and pen;
- 4.19 store manure within a fully enclosed structure in a manner that does not generate excessive heat or odour; ensuring that no more than 0.085 cubic metres (3 cubic feet) is stored at a time;
- 4.20 not deposit manure in the municipality's sewage or storm drain system and remove all other manure not used for composting or fertilizing;
- 4.21 not slaughter or euthanize a hen on the property;
- 4.22 not dispose of a deceased hen other than by delivering it to a veterinarian, a landfill in a sealed bag, a farm, an abattoir or other facility with the ability to lawfully dispose of the carcass;
- 4.23 not bury a hen on the property;
- 4.24 follow biosecurity procedures recommended by the Canadian Food Inspection Agency; and
- 4.25 register the hens with the animal bylaw officer.

Keeping of Urban Bees

- 5. The keeping of beehives is permitted provided that no neighbourhood health, environmental or nuisance problems result. Universities are not restricted to the number of beehives for educational purposes.
- 6. A person who keeps urban bees must:
 - 6.1 keep no more than:
 - 6.1.1 two (2) beehives on any parcel of land under 929 square metres (10,000 square feet) in size despite the number of dwelling units permissible on that parcel;
 - 6.1.2 four (4) beehives on any parcel of land over 929 square metres (10,000 square feet) in size and under 1394 square metres (15,000 square feet) in size despite the number of dwelling units permissible on that parcel;
 - 6.1.3 six (6) beehives on any parcel of land over 1,394 square metres (15,000 square feet) in size despite the number of dwelling units permissible on that parcel;
 - 6.2 be a resident of the property where the bees are kept;
 - 6.3 ensure that the beehives are situated in a backyard only which has a continuous fence that is 1.8 metres in height so as to ensure an appropriate flight path for bees;
 - 6.4 ensure that the beehives are situated in accordance with the accessory building setbacks identified in the Zoning Bylaw;

- 6.5 ensure that the beehives are situated in such a way that reasonably prevents access by wildlife;
- 6.6 ensure that the beehives are fully enclosed by electric fencing and situated no less than one (1) metre from the electric fencing per the Zoning Bylaw;
- 6.7 ensure that the entrances to the beehives are facing away from the closest neighbouring property;
- 6.8 maintain the bees in a condition that reasonably prevents swarming and aggressive behaviour;
- 6.9 ensure that immediate action is taken to end swarming or aggressive behaviour of the bees;
- 6.10 provide sufficient water for the bees that reasonably prevents them from seeking water on adjacent parcels of land;
- 6.11 post clear, visible signage on the parcel of land warning that bees and electric fencing are present; and
- 6.12 be registered with the apiculture registration system for British Columbia, coordinated by the BC Ministry of Agriculture. Under the authority of the Provincial Bee Act, a person must not keep bees or possess beehive equipment unless the person is registered.

Seizure and Impoundment

- 7. An animal bylaw officer may seize and impound any animal, including farm animals, at large.





Wildlife feeding and attractant management

Risks to human health and safety and neighbourhood conflicts associated with food-conditioned wildlife are municipal issues that can be addressed with enforcement warnings and fines. Bylaws are required in conjunction with public education to ensure residents understand their role in attracting wildlife and the consequences of increased wildlife habituation (e.g., expensive and ineffective deer culls).

Many species of wildlife can be unnaturally attracted to communities and human residences, leading to conflict.⁷ Common examples include deer, raccoons, skunks, squirrels, gulls, crows and even seals, where feeding by residents and tourists increases habituation of wildlife. Compost, garbage, pet food and even bird feeders will attract unwanted wildlife that can become a nuisance to residents through their increased presence, noise and droppings. Further, improper waste management and wildlife feeding can lead to increased rodent activity and public health concerns.

Managing waste for, and preventing feeding of, “dangerous wildlife” (bears, cougars, wolves and coyotes) only is regulated by the Province in section 33.1 of the *Wildlife Act*. Thus, managing attractants for all other wildlife species is a municipal responsibility.

Please note, sections 9(1)(c) and 9(3)(c) of the *Community Charter* require ministerial approval prior to a Council adopting a bylaw in relation to wildlife.

Provision 4 below may be optional depending on the proximity of the community to bear activity.

⁷ Dubois, S. & Fraser, D. (2013). A framework to evaluate wildlife feeding in research, wildlife management, tourism and recreation. *Animals*, 3, 978-994.

Bylaw

Adapted from District of Squamish Bylaw No. 2053, Village of Kaslo Bylaw No. 1070 and City of Kamloops Bylaw No. 3411

Definitions

“Attractant” means any substance or material, with or without an odour, which attracts or is likely to attract animals; and without limitation includes antifreeze, paint, food products, unclean barbecues, pet food, livestock and livestock feed, beehives, bird feeders, offal, improperly maintained composts, restaurant grease barrels, accumulation of fruit in containers or on the ground;

“Songbirds” means any Passerine, excludes Corvidae (e.g., crows, ravens and jays) and includes hummingbirds;

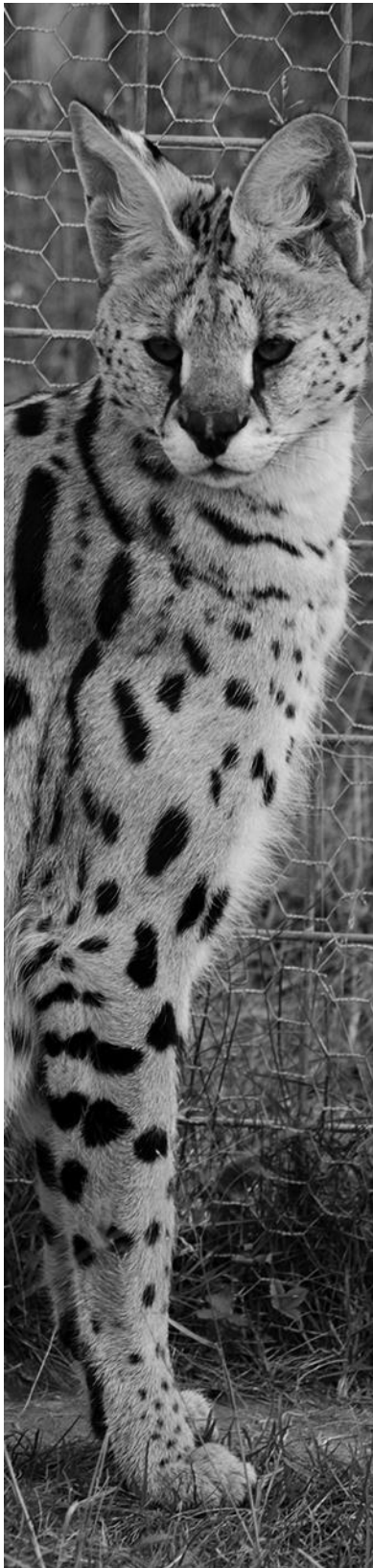
“Waste” means any discarded or abandoned food, substance, material, or object, whether from domestic, commercial, industrial, institutional or other use; **and**

“Wildlife” means any undomesticated free-ranging animal, exempting songbirds for the purposes of feeding.

Wildlife Feeding

1. No person shall knowingly or willingly feed any wildlife, or in any manner provide them or allow access to food or any other edible substance.
2. No person shall store any attractant or waste in such a manner that it is accessible to wildlife.
3. No person shall attract wildlife onto a property such that these wildlife create a nuisance for other properties.
4. No person shall feed or provide access to food for songbirds between April and September, exempting liquid feeders.





Exotic pets and farm animals

Exotic animals present serious public health and safety risks (e.g., disease, physical injuries) and devastating environmental effects through intentional abandonment and escapes (e.g., disease, competition and predation of native species) into both terrestrial and aquatic natural habitats. Although some exotic species will eventually die from starvation or predation when released into a novel environment, others can breed and thrive (e.g., bullfrogs, red-eared slider turtles, pike, carp and other fish) which can become costly to municipal water systems, lakes and ponds.

The Province enacted changes to the *Wildlife Act* in 2008 to prohibit the sale, breeding, importation and display of certain exotic animals in the *Controlled Alien Species Regulation*. This provincial legislation does not apply to thousands of exotic animal species kept in B.C. which remain a serious concern for municipalities. For example, invertebrates (e.g., scorpions, tarantulas) are not regulated by the Province and non-venomous snakes up to 10 feet are still allowed, as are kangaroos, zebras, serval cats, maras, capybaras, large exotic raptors, 200-pound sulcata tortoises invasive fish and invertebrates among many others.

Exotic animals never become domesticated and always retain their wild instincts even if born in captivity. As such, they suffer physically and psychologically under even well-intentioned human care. They may suffer from nutritional deficiencies, suppression of natural behaviours and social structures, inability to achieve natural light/temperature/humidity requirements, and a lack of specialized veterinary care. Often “fad” or “status” pets lose their appeal as they grow and become frustrated and stressed in care, and thus become serious challenges for animal control departments and municipal shelters as no suitable sanctuaries in B.C. exist. Further, most animal control departments do not have specialized training to handle, or appropriate enclosures to house, these exotic species.

As trends in exotic pet ownership change, every year new species of exotic animals are legally brought into the province, sold, bred and sometimes displayed publicly in communities. To ensure municipalities are safeguarded and animal welfare is protected, a “positive list” of “Allowable Animals” is recommended over a list of prohibited species which would need to be regularly amended. Enactment of a “positive list” with a fine structure for non-compliance would provide for clear and efficient enforcement, and can reduce nuisance complaints while protecting communities, pets, local wildlife and the environment.

Recognizing that some exotic animals are already living in communities, the intent of this bylaw is to prohibit the sale, breeding and display of exotic animals to decrease and eventually eliminate their presence in a community. The rehoming and adoption of certain rescued exotics as “Limited Animals” may be permissible to prevent abandonment. For questions regarding this bylaw in relation to specific species, please contact the BC SPCA directly at bylaws@spca.bc.ca for guidance and evidence.

Please note, sections 9(1)(c) and 9(3)(c) of the *Community Charter* require ministerial approval prior to a Council adopting a bylaw in relation to wildlife.

Bylaw

Adapted from City of Coquitlam Bylaw No. 3838

“Allowable Animals” means a non-native animal, whether domesticated or bred in captivity, that is permitted to be owned, rehomed, adopted, bred, displayed, imported, or sold and is limited to cats (*Felis catus*), dogs (*Canis lupus*), domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), farm animals, freshwater fish, gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds);

“Animal” means any member of the Kingdom Animalia excluding humans;

“Controlled Alien Species” means a non-native wild animal specified in schedules 1-4 of the *Controlled Alien Species Regulation* to the *Wildlife Act*;

“Exotic Animal” means a non-native wild animal, whether bred in captivity or live-captured and imported from outside of Canada;

“Farm Animal” means any domesticated livestock, poultry or insect that is adapted to British Columbia’s climate and is limited to alpacas, cattle, chickens, donkeys, ducks, European rabbits, geese, goats, honeybees, horses, llamas, pigs, quail, sheep and turkeys; and

“Limited Animal” means an exotic animal that is allowed only to be owned, rehomed or adopted and is limited to bison, camels, chinchillas, degus, hedgehogs, invertebrates, medium and large birds (e.g., African grey parrots, Amazon parrots, macaws, peafowl, emus), small reptiles and amphibians under two (2) metres adult size (e.g., certain snakes, bearded dragons, frogs, salamanders), saltwater fish, sugar gliders, water buffalo and zebras.

Exotic Pets and Farm Animals

1. A person must only possess allowable animals.
2. A person is not permitted to sell, breed, import or display any animal, including limited animals, with the exception of allowable animals.
3. A person who, on the date of the adoption of this bylaw, was keeping any limited animal other than an animal whose ownership in captivity violates existing Provincial or Federal statutes, such as a controlled alien species, may continue to keep that animal under the following conditions until the animal has died or been euthanized:
 - 3.1 The limited animal is kept secure at the owner’s premises except for visits to a veterinarian’s office; and
 - 3.2 The limited animal is not used in a show, circus or for entertainment or educational purposes.



Animal performances, exhibitions and display

Keeping wild and exotic animals in captivity and using them for performances or display was a common practice globally until recently, as scientific studies have revealed the significant negative effects on their welfare state. Over time, governments have also recognized that it is difficult, and at times impossible, to provide for the physiological, emotional and behavioural needs of these animals. Further, many municipalities have had to address public safety issues when captive wild animals or exotic animals escaped their enclosures and roamed at large.

The [Standards of Care](#) section of the bylaw pertains to all animals in the municipality, including those traveling through for public shows. The language in this bylaw specifically ensures that domesticated animals are differentiated from wild or exotic animals to aid municipalities when making decisions about allowing performances and educational displays in their community, be they temporary or permanent.

We recognize that there is still much to learn about the welfare needs of some types of animals in captivity (e.g., fish and marine invertebrates), and this bylaw takes into account these gaps in existing animal welfare research.

Bylaw

Adapted from City of Chilliwack Bylaw No. 2653

Definitions

“Allowable Animals” means a non-native animal, whether domesticated or bred in captivity, that is permitted to be owned, rehomed, adopted, bred, displayed, imported, or sold and is limited to cats (*Felis catus*), dogs (*Canis lupus*), domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), farm animals, freshwater fish, gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds);

“Educational Display” means showing animals to the public for the purposes of encouraging management and conservation of protected wild animals;

“Farm Animal” means any domesticated livestock, poultry or insect that is adapted to British Columbia’s climate and is limited to alpacas, cattle, chickens, donkeys, ducks, European rabbits, geese, goats, honeybees, horses, llamas, pigs, quail, sheep and turkeys; and

“Wild or Exotic Animal” means any native or non-native undomesticated free-ranging animal.

Animal Performance, Exhibition and Display

1. No person shall operate a circus, public show, exhibition, carnival or other display or performance (the “show”), whether temporary or permanent, in which any animal other than allowable animals are part of or otherwise accompanying the show.

2. No person shall operate an educational display, whether temporary or permanent, in which any wild or exotic animal, are on display, travelling with or otherwise accompanying the educational display. Exemptions include:
- 2.1 fish;
 - 2.2 marine invertebrates;
 - 2.3 raptors, where a permit has been issued through the B.C. *Wildlife Act* Permit Regulation for 'Falconry' or 'Public Display'; or
 - 2.4 the wild or exotic animal is housed at a Global Federation of Animal Sanctuary (GFAS) Verified Sanctuary or wildlife rehabilitation facility permitted by the B.C. *Wildlife Act* Permit Regulation to keep wildlife in captivity.





Business licences for animal businesses

Pet stores, daycares, groomers, boarding, breeding and dog walking

Pet stores, animal kennels, daycares, dog walkers and groomers take on considerable responsibility in caring for large numbers of animals on a daily basis. Owners and purchasers of animals experience a gap in information as to the conditions where the animals are bred and housed. Bylaws for animal kennels, daycares, dog walkers, groomers and pet store businesses must adequately address both the increased level of responsibility required as well as the issues related to information asymmetry.

Domesticated species of animals can make suitable companions when guardians are able to meet their needs. Birds, fish and other exotic and wild species require a level of care that the average animal caregiver cannot provide. These animals are frequently undersocialized, do not receive adequate veterinary care and are surrendered to municipal and BC SPCA shelters, resulting in significant costs.

The below provisions are based on evidence of an individual animal's needs as well as group care and health. While they are not individually referenced, content primarily derives from:

- [CVMA: A Code of Practice for Canadian Kennel Operations. \(2007, 2017 third edition forthcoming\).](#)
- [CVMA: A Code of Practice for Canadian Cattery Operations. \(2009\).](#)
- [Canadian Standards of Care in Animal Shelters: Supporting ASV Guidelines. \(2013\).](#)

Animal Sales

It is nearly impossible to provide for the well-being of domestic animals when breeding, transporting and housing for sale through retail stores. The BC SPCA receives regular cruelty complaints about animals dying during transport or becoming ill or depressed in-store. Reputable breeders do not sell to pet stores. We recommend municipalities adopt *Option 1* in the Sale of Animals section below.

Bylaw

Adapted from City of Richmond Bylaw No. 7538, City of Vancouver Bylaw No. 4450, New Westminster Bylaw No. 7546 and Maple Ridge Bylaw No. 6908

Definitions

“Allowable Animals” means a non-native animal, whether domesticated or bred in captivity, that is permitted to be owned, rehomed, adopted, bred, displayed, imported, or sold and is limited to cats

(*Felis catus*), dogs (*Canis lupus*), domestic ferrets, domestic mice, domestic pigeons, domestic rats, European rabbits (*Oryctolagus cuniculus*), farm animals, freshwater fish, gerbils, guinea pigs, hamsters and small birds (e.g., budgies, canaries, cockatiels, lovebirds);

“Animal” means any member of the Kingdom Animalia excluding humans;

“Animal Kennel” means an establishment where animals are bred, raised, trained, or boarded;

“Animal Daycare” means short-term daytime care for animals;

“Animal Groomer” means a business where one or more individuals bathes, brushes, trims and provides other grooming services for domestic pets;

“Dog Walker” means a business where one or more individuals provides transport and walking services for one or more dogs;

“Inspector” means a person designated by the municipality to be responsible for enforcing this bylaw, except where otherwise provided;

“Licensee” means any person or business entity who obtains a licence to operate and does operate a business that involves providing care for animals, other than a veterinary clinic, including pet stores, animal kennels, animal daycares, dog walkers and animal groomers;

“Licensing Officer” means a person appointed by the municipality for the purpose of processing and issuing licences under this bylaw;

“Neuter” means to castrate a male animal by removal of the testicles or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association;

“Pet Store” means a business which sells, at premises of any nature (including a private dwelling), live animals other than those intended for food or farming purposes, or that keeps such animals in any such premises with a view to their being sold in the course of such a business, whether by the keeper thereof or by any other person;

“Owner” includes a person owning, possessing, harbouring or having charge of an animal or permitting an animal to remain about the persons’ house or premises or to whom a licence for an animal has been issued pursuant to this bylaw and where the owner is a minor, the person who is the legal guardian or has custody of the minor; and

“Spay” means the sterilization of a female animal by removal of the ovaries or by any method of pharmaceutical sterilization approved by the Canadian Veterinary Medical Association.

Business Providing Care for Animals

1. A licensee must ensure:

1.1 that cages or other places where animals are kept:

1.1.1 are maintained in good repair;

1.1.2 are clean and sanitary;

1.1.3 are regularly disinfected and free of offensive and disagreeable odours;

- 1.1.4 are free of all animal waste, which the operator must dispose of in an appropriate manner;
 - 1.1.5 are well ventilated;
 - 1.1.6 are proportionate to the size and species of animal being kept within and allow room for the animal to stand to its full height, turn around with ease, and perform any other normal postural or behavioural movement without distress;
 - 1.1.7 have separation between food, urination and defecation, and resting areas;
 - 1.1.8 are equipped with appropriate containers for food and water;
 - 1.1.9 are fitted with an impermeable floor surface sufficient to support the weight of the animal without bending;
 - 1.1.10 for cats, each individual is provided with a litter box containing sufficient litter that accommodates its entire body.
- 1.2 all animals are provided with sufficient food, water, shelter, warmth, lighting, cleaning, sanitation, grooming, exercise, veterinary care and any other care necessary to maintain the health, safety and well-being of those animals.
 - 1.3 incompatible species of animals are not confined in the same enclosure.
 - 1.4 when housing multiple animals in an enclosure, address all issues related to age differences, size differences and protective or aggressive behaviours related to resource guarding.
 - 1.5 animals have a place to hide from visual contact with other animals and humans.
 - 1.6 age and species appropriate enrichment is available for the animals.
 - 1.7 that no animals are handled by members of the public except under the supervision of a qualified employee and animals are not handled when hiding or sleeping unless necessary for health or medical reasons.
 - 1.8 animals in transport are adequately secured, have adequate ventilation and are protected from physical conflict with other animals.
 - 1.9 that any animal in the licensee's care which is ill or injured is promptly examined and treated by a qualified veterinarian and that any necessary euthanasia and disposal of an animal is performed by a veterinarian.
 - 1.10 that an area is available for the segregation of animals in the licensee's care which are injured, ill, or in need of special care, treatment or attention, from other animals on the premises.
 - 1.11 The licensee immediately notify the medical health officer whenever an animal in their care is, or appears to be, suffering from a disease transmittable to humans or other animals and keep the animal isolated from healthy animals until it has been determined by a veterinarian or the medical health officer that the animal is free of disease.
 - 1.12 The licensee does not employ any person who has been convicted of an offence involving cruelty to animals or has had animals seized pursuant to the *Prevention of Cruelty to Animals Act*.
 - 1.13 report suspected neglect or abuse to the Animal Cruelty Reporting Hotline (1-855-622-7722), including animals that arrive sick, injured or unsocialized.

- 1.14 that all persons who attend to the care of animals have the necessary skills, knowledge, training, abilities and equipment and supplies for the humane care of those animals.
- 1.15 The licensee has in place a written emergency plan for fire and earthquake, including provisions for when no staff are on site.
- 1.16 every person or individual carrying on the business of or operating an animal daycare must maintain, in English, a legible register of animals in care, which register shall contain the following information:
 - 1.16.1 the name, address and telephone number of the owner of the animal and emergency contact including the pet's registered veterinarian;
 - 1.16.2 the name, breed and species of the animal; and
 - 1.16.3 the licence tag number of the animal in care, if applicable, and provide a copy of such register to an Inspector upon request.

Pet Stores and Animal Kennels

2. A licensee must:

- 2.1 pair house animals where possible to ensure adequate social development.
- 2.2 not separate any animal from its mother prior to it being weaned.
- 2.3 enact and supply inspectors with an age-appropriate written socialization plan for all animals, preventing the development of aggression and mitigating long-term fear and anxiety of unfamiliar circumstances.
- 2.4 maintain a legible register in English, which records all transactions in which animals have been acquired, sold or otherwise disposed of, and provide a copy of such register to an inspector upon request. Records must contain:
 - 2.4.1 the name and address of the person from whom the regulated agency acquired the animal;
 - 2.4.2 the date of the acquisition;
 - 2.4.3 a description of the sex and colouring of the animal, and of any tattoo, microchip number or other identifying marking;
 - 2.4.4 the date the licensee disposed of the animal; and
 - 2.4.5 if the disposition is other than by sale, the method of and reason for such disposition.
- 2.5 at the time of sale of any animal, provide the purchaser with written instructions on the proper care and feeding of the animal, including:
 - 2.5.1 appropriate diet, including any recommended dietary supplements;
 - 2.5.2 proper handling techniques;
 - 2.5.3 basic living environment and, if applicable, type of enclosure, including appropriate enclosure size, lighting, heating, humidity control, materials and planting, substrate and recommended cleaning frequency;
 - 2.5.4 exercise needs, if any;

- 2.5.5 any other care requirements necessary to maintain the health and well-being of the animal;
 - 2.5.6 any human health risks associated with the handling of the animal; and
 - 2.5.7 the pet store or kennel's return policy.
- 2.6 not give away any animal for free for any promotional purpose.
- 2.7 be in compliance with the most updated edition of the Canadian Veterinary Medical Association's *A Code of Practice for Canadian Kennel Operations*, *A Code of Practice for Canadian Cattery Operations* and from the Canadian Advisory Council on National Shelter Standards, the *Canadian Standards of Care in Animal Shelters*.

Option 1: No Sale of Animals in Retail Outlets

3. No person shall sell or offer for sale to the public any animal, in a pet store or other type of retail premises, with the exception of those animals offered for adoption from a recognized animal rescue society or shelter organization.

Option 2: Restriction on Sale of Animals in Retail Outlets

3. No person shall sell or offer for sale to the public in a pet store or other type of retail premises:
- 3.1 any an unsterilized cat or rabbit; or
 - 3.2 any animals other than allowable animals.

Information Supplied to Purchaser

4. For the sale of a dog, puppy, cat, kitten or rabbit, the licensee shall provide the purchaser with:
- 4.1 a dated and signed certificate from a veterinarian verifying the health of the animal and indicating that the animal has been de-wormed and vaccinated or inoculated for the disease(s) specified in the certificate;
 - 4.2 a description of the animal, including its species, sex, age, colour, markings, any tattoo or microchip and breed or cross-breed;
 - 4.3 the date of sale; and
 - 4.4 the name and address of the pet store or kennel, including the name of the owner of the business.

Application and Inspection

5. The licensing officer shall refuse any licence application which does not meet with all of the requirements of this bylaw.
6. In the event that a licence application is refused, the licensing officer shall give notice in writing to the owner by registered mail or personal delivery.
7. Every licensee shall permit an inspector (or its duly designated delegate) or a Special Provincial Constable of the British Columbia Society for the Prevention of Cruelty to Animals, upon production of proper identification, to enter and inspect the premises and any animals found therein at all reasonable times for the purpose of determining compliance with this bylaw.

For more information or for consultation, contact:

Amy Morris, MPP
Public Policy and Outreach Manager


by email at bylaws@spca.bc.ca
or by phone at 1-800-665-1858



REPORTS

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: June 17, 2019
<input type="checkbox"/> Other:	Date: _____



Dept.
Manager



GM/
Director



CAO

The District of North Vancouver REPORT TO COUNCIL

June 3, 2019
PRE2018-00019

AUTHOR: Kevin Zhang, Development Planner

SUBJECT: Preliminary Application for Subdivision at 1371 McKeen Avenue –
Input to Approving Officer

RECOMMENDATION

THAT Council provide input to the Approving Officer with respect to the proposed subdivision of 1371 McKeen Avenue.

REASON FOR REPORT

The owner of 1371 McKeen has submitted a preliminary application to subdivide 1371 McKeen Avenue. Please see Attachment 1 for the proposed subdivision plan, and Attachment 8 for the applicant's subdivision summary letter. Council has appointed an Approving Officer who must independently apply provincial statutes and local bylaws regarding subdivision, and use his own discretion in making decisions regarding subdivision approval.

One of the Approving Officer's considerations is whether the subdivision is against the public interest. In forming an opinion about public interest, the Approving Officer may interpret public policy as expressed in the Official Community Plan, other bylaws or municipal policy statements.

This report has been prepared as the Approving Officer would like to hear from Council, just as he is hearing from others with an interest in this subdivision application, regarding the public interest as it relates to this proposed subdivision. However, the Approving Officer is not looking for specific instruction from Council in regard to the application, as the subdivision decision is within the exclusive jurisdiction of the Approving Officer.

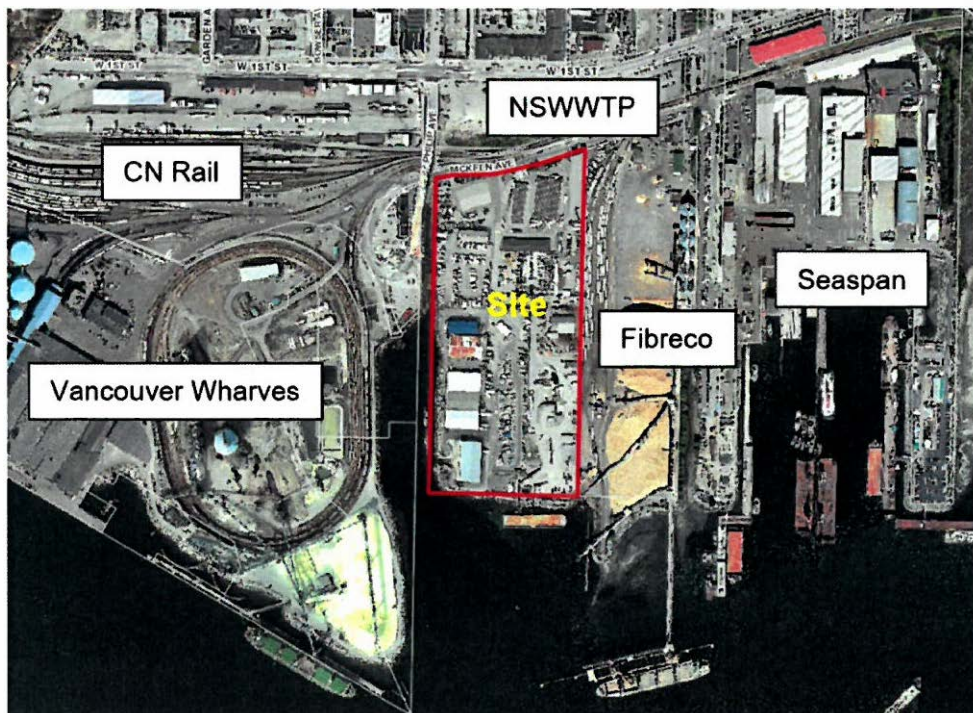
BACKGROUND

The site is located in the western waterfront industrial area of the District and is approximately 27 acres in size (11 hectares) and designated Industrial (IND) in the District's Official Community Plan ("OCP"). It is zoned EZ-I (Employment Zone Industrial).

The site has vehicular access via the new Philip Avenue Overpass, and marine access via the Burrard Inlet. CN rail runs parallel to the northern edge of the property.

Surrounding the site are a variety of heavy industrial operations. West of the subject property are the CN rail yards, and the Vancouver Wharves Terminal, currently used for storing and shipping liquids and mineral concentrate. North of the site is the CN Rail line and the new North Shore Waste Water Treatment Plant site. East of the site is the Fibreco Terminal which specializes in the transshipment of wood and agricultural products. Further east is the Seaspan ship building facility.

The site is currently used by a variety of industrial and commercial tenants, including self storage, landscaping, port-oriented use, and a concrete plant.



SUBDIVISION PROCESS AND ROLES

On February 16th, 2019, the Approving Officer provided Council with a report and presentation regarding subdivision and the role and authority of Approving Officers and Councils. Please see item 3.2 of the following Workshop Agenda:
<https://app.dnv.org/OpenDocument/Default.aspx?docNum=3872817>

In summary, the *Land Title Act* prohibits the deposit of any subdivision plan unless the Approving Officer has approved it. The Provincial legislature, via the *Land Title Act*, has delegated to the Approving Officer a relatively wide discretion in this regard. While the Approving Officer for a municipality is appointed by the municipal council, he or she must exercise this discretion independently.

There are many technical considerations set out in the *Land Title Act* and elsewhere which must be considered by the Approving Officer in deciding whether to approve or reject a proposed subdivision. For example, the Approving Officer must consider the sufficiency of road access when considering a proposed subdivision, and he or she must consider compliance with local government bylaws.

In addition to the technical considerations that must be considered by an Approving Officer, he or she may refuse to approve a proposed subdivision if he or she determines, in his or her discretion, that it is against the public interest. In assessing the public interest, an Approving Officer may ask others, including Council, for their comments and opinions, provided that it is understood that the Approving Officer is not bound by said comments and opinions.

ANALYSIS

Subdivision Proposal

This preliminary subdivision application, submitted by InterCAD Services on behalf of the property owner Wesbild, proposes to subdivide a 27-acre waterfront industrial property into seven lots, ranging in size from 0.67 acres to 11.6 acres. No changes on the existing port-oriented and marine service uses are proposed by the applicant on proposed Lot 7.



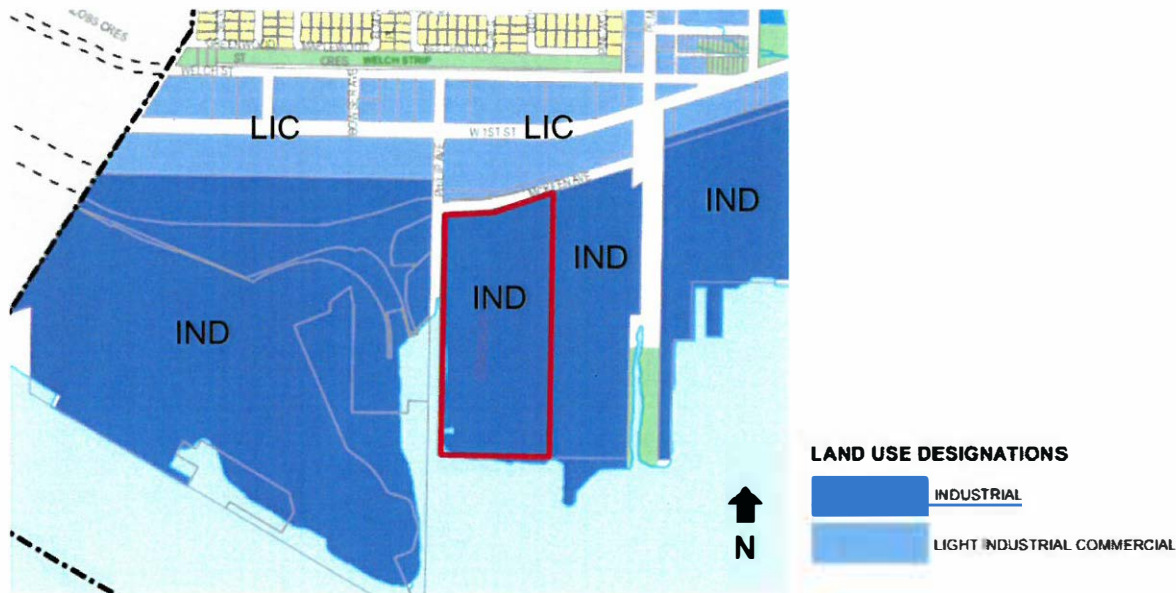
Aerial Image (2016) Preliminary Subdivision Plan



Conceptual Rendering Looking Southwest (existing businesses/facilities labeled in white)

District Official Community Plan (“OCP”)

OCP policies and objectives may be taken into account by the Approving Officer when considering the public interest in the context of a subdivision application.



OCP Land Use Map

There are two OCP land use designations that are of significance in relation to this proposed subdivision application:

IND (Industrial)

Areas designated for industrial are intended predominantly for a range of manufacturing, warehousing, transportation, service, and port-related uses. Limited office, limited retail and residential caretaker uses may be permitted.

The subject site has this IND land use designation.

LIC (Light Industrial Commercial)

Areas designated for light industrial commercial are intended predominantly for a mix of industrial, warehouse, office, service, utility and business park type uses. Supportive uses including limited retail and limited residential uses may be permitted.

Staff are of the view that these two designations read-together mean that under the OCP land designated IND is not intended to be used, at least not predominantly, for business park uses.

The text in Section 3 of Part 1 of the OCP describes these two designation as follows:

“Uses in the Industrial designation relate to port-oriented and major industrial type uses such as transportation, warehousing, and manufacturing. Port Lands are under federal jurisdiction and are managed by Port Metro Vancouver. Uses in the Light Industrial Commercial designation relate to light industrial and business or “tech” park type uses including research and development. Most retail uses are restricted in both designations, as the walkable and transit-friendly network of centres are better locations for these types of business.”

In addition, the OCP contains other policies that may be relevant to the public interest in relation to this proposed subdivision including the following:

1. Encourage a productive and efficient use of employment lands.
2. Encourage infill development and the redevelopment of under utilized sites with Industrial and Light Industrial Commercial uses.
3. Direct major office uses to sites within and proximate to the network of centres.
4. Preserve Industrial designated lands for industrial uses and uses that are accessory or supportive of industrial activities.
5. Promote infrastructure, transportation and municipal service improvements in areas designated for Industrial and Light Industrial Commercial uses.
6. Promote major job growth or intensification in locations and at densities that support travel by walking, cycling and transit.
7. Protect employment lands by limiting to uses predominantly associated with heavy industry, light industry, and general business and by limiting residential and retail uses.
8. Support a diverse and resilient local economy that provides quality employment opportunities.
9. Encourage the protection, intensification and diversification of our employment lands.
10. Concentrate new retail, service and major office development in the Town Centres to maximize transit and pedestrian access for employees and customers.
11. Monitor the availability of Industrial and Light Industrial Commercial land and developable floor space to facilitate an adequate supply for economic growth

Regional Context Statement

There are strategies in the District's regional context statement directing major office development to centres and frequent transit development areas, as well as supporting and protecting industrial uses on industrial lands. We note that the subject site is not in a centre or frequent transit development area.

Zoning

The proposed land is zoned EZ-I (Employment Zone Industrial). This zoning predates the OCP. The proposed subdivision is not inconsistent with, and does not contravene, the EZ-I zone subdivision regulations (e.g. minimum lot size). As a result, the proposed subdivision would not require any rezoning. However the proposed development within the subdivided parcels may ultimately require a Council-issued height variance, if the development exceeds the maximum allowable height in the Zone (25 metres).

With a few exceptions there are no density or gross floor area restrictions applicable to the permitted uses in the EZ-I zone, and therefore this proposed subdivision would not result in any significant increase or decrease in the maximum allowable density or gross floor area on the subject site. One important exception to this relates to Office Use (a conditional use). The conditions of Office Use is that it:

- A. must be located on the upper floors of an industrial building;
- B. cannot exceed the combined floor area of unconditional uses (manufacturing, port-oriented, service, transportation, waste and recycling, or warehouse);
- C. and in no case exceed a total of 2,500 m² per lot.

As a result, if this proposed seven-lot subdivision is approved, the maximum allowable office use floor space would potentially increase from 2,500 m² to 17,500 m². The above-noted conditions A and B would also continue to apply to each lot.

The intent of the EZ-I zone, as set out in Section 750.01 of the Zoning Bylaw, is as follows:

“The intent of the Industrial Zone is to accommodate port oriented uses and general manufacturing and other industrial activities on lands adjacent to the Port and the rail corridor. It is expected that uses in the Industrial Zone will be industrial in character and impact.”

The potential increase in maximum allowable office use should be considered in the context of the existing zoning and subdivision application.

Preservation of Waterfront Industrial Land

As noted above, one OCP objective is the preservation of Industrial designated lands for industrial uses and uses that are accessory or supportive of industrial activities. In this regard, we note that the McKeen site is one of 7 waterfront industrial properties on the North Shore that is greater than 10 hectares in size.

Increase in Employment Generating Floor Space

The OCP targets a 33% increase in built square feet on employment lands by 2030. This proposed subdivision and the development that it would support the progress towards this target. It would also be consistent with the OCP policy of encouraging infill development and redevelopment of under-utilized sites.

PUBLIC INPUT

Notifications were sent to surrounding neighbours, Vancouver Fraser Port Authority, Metro Vancouver, neighbouring municipalities, the Norgate Park and Pemberton Heights Community Associations, the North Shore Waterfront Liaison Committee, and other stakeholders.

Feedback Summary

This section summarizes the feedback received. Each submission is attached to this report.

Metro Vancouver (Attachment 3)

Metro Vancouver does not have policy on the subdivision of industrial land, but has proposed policy on the intensification of industrial lands in the form of the “RGS Implementation Guideline #5 Metro Vancouver Industrial Land Protection and Intensification Policies.” While the guideline document provides intensification strategies for general industrial land, it does not have specific policies for large, waterfront industrial sites.

North Shore Waterfront Liaison Committee (Attachment 4)

The NSWLC expressed interest in public access to the waterfront and concerns around traffic and parking of a new employment-dense area.

North Vancouver Chamber (Attachment 5)

The Chamber conducted stakeholder engagement through interviews and roundtable sessions and provided the input below:

1. Overall, there was no opposition to the subdivision.
2. Stressed the importance of protecting industrial waterfront land.
3. Concerned about the potential degradation of irreplaceable waterfront land suitable for logistics port uses, and the cascading impact of subdivision on rising property values.
4. Concerned about subdivision leading to more owners, voicing concerns about impacts or disturbances.
5. Identified various transportation and emergency access issues that must be resolved.
6. Identified potential public transit options should employment grow in this area.

Vancouver Fraser Port Authority (Attachment 6)

The VFPA “does not support the subdivision of viable trade-enabling industrial land parcels because it diminishes their future potential to support goods movement, inflates the value of trade-enabling industrial land, and potentially introduces uses that conflict with trade and goods movement.” They also noted that “in this case, subdividing this parcel will significantly reduce the amount of land comprised in the existing lot that will have direct marine access, diminishing its potential to support goods movement.”

Pemberton Heights Community Association (Attachment 7)

The PHCA is supportive of “these renewal plans” due to the potential for increasing industrial space and public access to the foreshore. The association also supported the retention of the marina and the environmental rehabilitation of the Philip bight (a curve or recess in a coastline).

Norgate Park Community Association

No concerns expressed regarding the subdivision application.

Local Business and Real Estate Representatives

Approximately ten representatives from local businesses and real estate agencies expressed support for this subdivision proposal citing the need for more industrial/warehousing spaces on the north shore, the current under-utilization of the subject property, and the desire to own or lease a portion of the proposed developments in the future.

CONCLUSION

The Approving Officer wishes to obtain Council input on this preliminary application for subdivision of 1371 McKeen Avenue. Possible resolutions that Council may consider in response to this request are as follows:

1. With respect to the Approving Officer's consideration of the public interest in relation to the proposed 7 lot subdivision of 1371 McKeen Avenue, Council is of the opinion that the protection and preservation of lands suitable for larger scale port related industrial uses should be of paramount importance.

or
2. With respect to the Approving Officer's consideration of the public interest in relation to the proposed 7 lot subdivision of 1371 McKeen Avenue, Council is of the opinion that the encouragement of infill development and the redevelopment of under utilized sites with a view to intensifying the use and development of the employment land base in the District should be of paramount importance.

or
3. With respect to the Approving Officer's consideration of the public interest in relation to the proposed 7 lot subdivision of 1371 McKeen Avenue, Council is of the opinion that: *[some other policy statement with respect to the public interest]*.

Respectfully submitted,



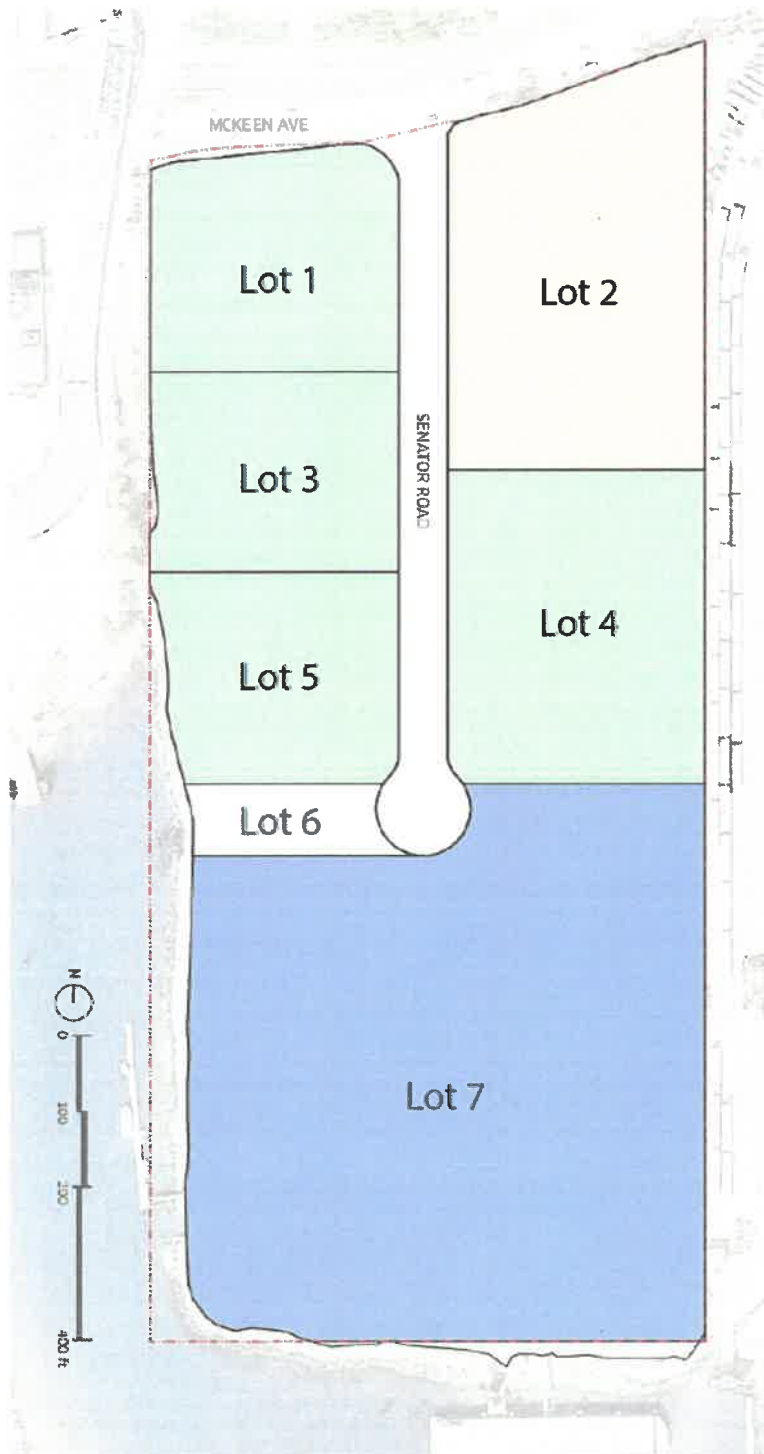
Kevin Zhang
Development Planner
Planning, Properties, and Permits

ATTACHMENTS

1. Subdivision Plan
2. Official Community Plan Land Use Map
3. Metro Vancouver Feedback
4. North Shore Waterfront Liaison Committee Feedback
5. North Vancouver Chamber Feedback
6. Vancouver Fraser Port Authority Feedback
7. Pemberton Heights Community Association Feedback
8. Applicant Subdivision Summary Letter

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 checked="" 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	

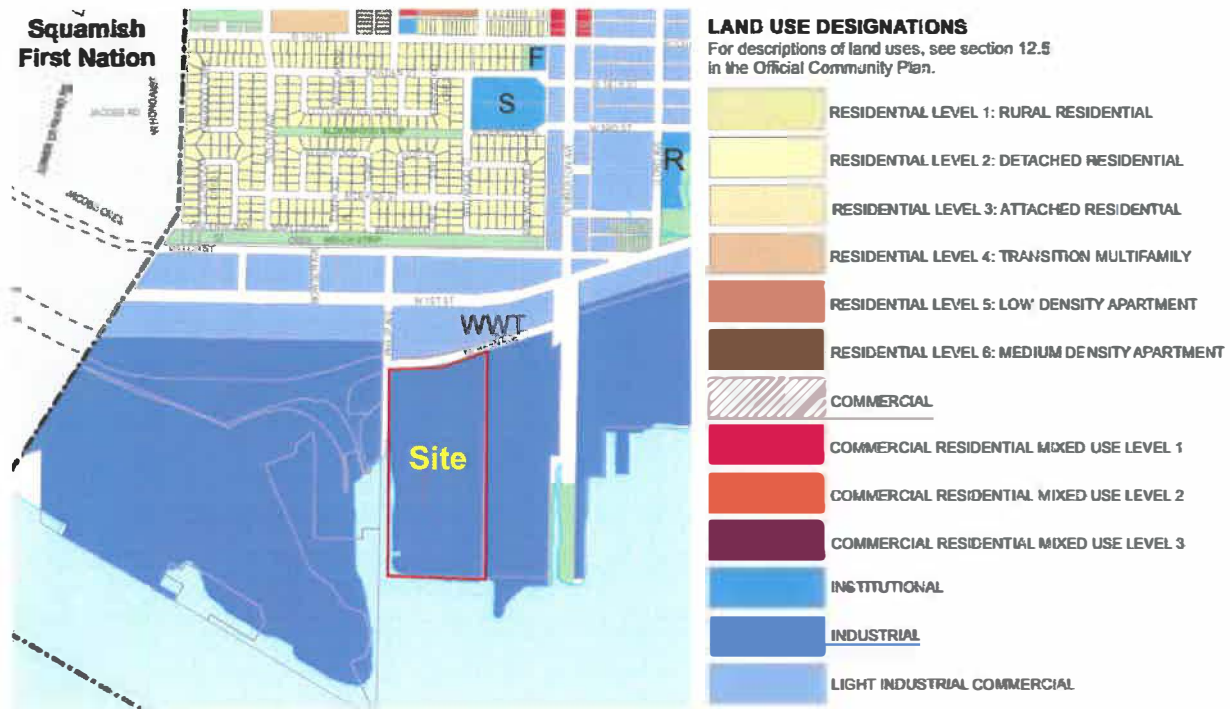
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Proposed Subdivision Plan

Lot	Size
1	0.89 ha (2.19 ac)
2	1.62 ha (4.00 ac)
3	0.82 ha (2.02 ac)
4	1.32 ha (3.26 ac)
5	0.86 ha (2.13 ac)
6	0.27 ha (0.67 ac)
7	4.71 ha (11.63 ac)
Senator Road	0.65 ha (1.61 ac)

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Official Community Plan Land Use Map



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DEC 12 2018

Planning and Environment
Tel. 604 432-6215 Fax 604 436-6901

File: CR-07-01-NVD

Kevin Zhang, Development Planner
District of North Vancouver
355 West Queens Road
North Vancouver, BC V7N 4N5
VIA EMAIL: zhangk@dnv.org

Dear Mr. Zhang:

Re: Comments on Preliminary Application for Subdivision - 1371 McKeen Avenue

Thank you for forwarding the Preliminary Application for Subdivision- 1371 McKeen Avenue in the District of North Vancouver to Metro Vancouver. We appreciate the opportunity to comment on changes to industrial land uses that may have regional implications. We have distributed the referral to all applicable departments at Metro Vancouver.

The property is currently occupied by a variety of industrial-employment activities and adjacent to other existing heavy industrial activities. The regional land use designation is "Industrial". The Municipal OCP land use designation is "Industrial" and the land is zoned "Employment Zone Industrial." The proposal does not include a land use designation or zoning change. Retaining the Metro 2040 Industrial designation is consistent with *Metro Vancouver 2040: Shaping our Future Strategy 2.2 "Protect the supply of industrial land"*.

Metro Vancouver does not have policy on the subdivision of industrial land, but has produced policy guidance on the intensification of industrial lands. You may wish to refer to *RGS Implementation Guideline #5 Metro Vancouver Industrial Land Protection and Intensification Policies* which can be found at www.metrovancouver.org.

We understand that the subdivision may trigger a servicing requirement. Water servicing on this site would be coordinated by District of North Vancouver. Impacts on water demand, if any, are anticipated to be negligible from a regional perspective – the application contains no specific information on anticipated changes in water demand. Metro Vancouver's Liquid Waste Services would like to be informed of any increase in sewer volumes in order to get a better idea on any impact to the regional system. This is usually completed through the standard 35C application form for extension of the sewer system which is available on the Metro Vancouver website.

27778911

If you have any questions with respect to these comments, please do not hesitate to contact me at erin.rennie@metrovancover.org or 778-452-2690. Thank you for the opportunity to review this application.

Sincerely,



Erin Rennie
Senior Planner, Regional Planning
ER/jo

27778911

Kevin Zhang

From: Chungh, Ram <Ram.Chungh@portvancouver.com>
Sent: December 14, 2018 11:01 AM
To: Kevin Zhang
Cc: Horsford, Naomi
Subject: Comments to Dist of North Vancouver from NSWLC - proposed subdivision 1371 McKeen Ave

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: 1371 McKeen

Hi Kevin,

Thank you for presenting at the last NSWLC meeting in November. I have gathered all the comments from the meeting and the committee has agreed on the below to provide the District:

- Provide public access to the waterfront along the west side of the property
- Address the impacts to traffic and what that will look like with the addition of staff and others driving to the location
- Outline what the plan is, in terms of traffic and congestion to nearby roads, which are already heavily used
- Provide information on where parking for staff is planned
- Research a bus service from this labour intensive industrial area that feeds into the regular transit system
- Research a water taxi service from this area to the SeaBus Lonsdale Quay terminal or nearby public pier
- Although mitigation measures are planned, the timing of those mitigation measures is equally important. Mitigation should start early for traffic congestion etc.
- CN noted that train traffic will not decrease, but will increase. Passengers on a CN track would not be favourable for CN, and using existing trackage is not an option for the movement of passengers.

Thanks, Kevin.

Please let me know if you have any questions.

Ram Chungh

Public Affairs Specialist

[Representing the North Shore Waterfront Liaison Committee]

Vancouver Fraser Port Authority

100 The Pointe, 999 Canada Place
Vancouver, B.C. Canada V6C 3T4

P: 604.665.9329

portvancouver.com

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Nov 29th, 2018

District of North Vancouver
Attention: Kevin Zhang, Community Planner
Email: zhangk@dnv.org

Re: Stakeholder Feedback on Preliminary Application for Subdivision - 1371 McKeen Ave

Dear Mr. Zhang,

I am writing in response to your outreach and letter dated November 6th 2018 from the District of North Vancouver (the "District") on the North Vancouver Chamber (NVC) providing feedback on Preliminary Application for Subdivision at 1371 McKeen Ave (the "Amendments").

1.0 Engagement Process

NVC completed an engagement process inclusive of a variety of mechanisms and with a cross-section of potentially-affected and interested stakeholders. The process included:

1. Solicitation of feedback directly through face-to-face interviews, phone and email outreach with local EZ-I zoned port businesses, including other interested employers in Harbourside area ; and
2. Facilitation of a roundtable engagement session on November 21st 2018 at the North Vancouver Chamber office at 102-124 West 1st Street, North Vancouver.

A list of stakeholders NVC engaged in this process is provided in Appendix A.

2.0 Issues & Input

Overall, there was no opposition to the subdivision of the property being discussed. However, the following issues of concern were raised:

1) Protection of Industrial Land

The section of land under discussion is a critical piece of property – it is both industrial land and waterfront. It is recognized that this application is for a sub-division and that at this point there is no intent to re-zone this land from its current EZ-I. We strongly support that the property remain within Industrial zoning for industrial use for existing and future use.

Industrial lands are important to the North Vancouver economy. Strong local economies require "readily available, high paying, employment-generating industrial lands".

North Vancouver EZ-I zoned businesses:

- Contribute more than \$800 million in GDP annually to North Vancouver;
- Contribute more than \$16 million in tax revenue annually to North Vancouver;
- Create and support over 13,000 direct, indirect and induced jobs within North Vancouver now and for the next 20-30 years ;
- Typically generate jobs that pay double the annual average compensation rate per person ;
- Intensively invest in the community and local infrastructure (For example: Since 2014, Seaspan has spent more than \$109 million with 160 local North Vancouver suppliers and invested \$155 million to date on its shipyards modernization project); and
- Support Canada’s largest port, a gateway for trade that is of major national significance.

2) Future Economic Viability of Waterfront Land for Unique Logistics Port Use

It is well understood that there is a shortage of industrial land in North Vancouver. There is, however, a concern that there is potential degradation of the use of unique, and irreplaceable, industrial waterfront property.

The relatively high purchase price of the industrial waterfront property in question (compared to adjacent properties) resulted in a property value that is no longer economically viable for industrial logistics activity. The concern is that the consequent sale price of this land after subdivision will have a cascading impact on assessments and economic viability of this land and similar parcels for industrial logistics activity. (i.e.: the “Coal Harbour effect”).

3) Subdivided land - More Voices

There is a concern that with a subdivision of this property, there will be more new owners who may voice concerns about the impact or disturbance from the existing neighbouring waterfront industrial operations. There are also potential small residential properties allowed within the EZ-I zoning that could add to that voice. We trust the District will consider this anticipated concern as site use is agreed to in the future. Industrial zoning needs to allow for industrial activity.

4) Transportation – Area and Site Access

- Current Road/Rail Routing:** There is no interest in shifting the location of the existing rail and road corridor - it needs to stay the way it is (north of McKeen Ave).
- Safety and Emergency Access:** The subdivision of the land will likely result in more people and additional traffic in the area. That will raise the risk of a harmful incident and heightens the need to address industrial safety and emergency response needs. **Emergency crossings are required.** The Phillips Ave Overpass is currently the only access to the area. If Phillips Ave Overpass is blocked for any reason, a second reliable and well maintained emergency access is required. For example, access at Pemberton Ave needs to be established, and properly maintained (see Fig 1 & 2 below), for:
 - (1) evacuation of industrial sites in case of emergency
 - (2) alternate access for movement of employees, goods and services



Figures 1 & 2: Pemberton Ave rail crossing looking North (l) & South (r)

- c) **Transportation challenges need to be addressed:** The proposed subdivision will likely result in even more people needing access to and from the area for work, service, and amenities. Options that would help mitigate these traffic challenges include:
- i) **Bus routing at 1st street:** It is well understood that the current bus routes are a deterrent to getting employees to work via transit, as they do not stop anywhere close to the waterfront.
 - ii) **Pedestrian Overpass at Pemberton:** We strongly support the proposed pedestrian overpass at Pemberton Ave. This community amenity will serve to reduce vehicle traffic on the Phillips Ave overpass, and provide much needed pedestrian and cycle access to transit and local commercial and retail services.

5) Existing & Future Land Use Considerations

- a) **Existing Uses:** Lafarge aggregate has and is providing barge access and eliminates vital aggregate supply to other businesses. For example, the Lafarge water access allowed the Acciona NSWWTP Project to deliver over 30,000 loads (30,041) of aggregate to the Project Site with minimal negative impact to Lower Lonsdale and Low Level Road traffic by using the McKeen Avenue / Phillips Ave overpass exclusively for aggregate deliveries.
- b) **Future Uses: Workforce Transportation to Waterfront & Area employers.** The waterfront businesses and properties in the western areas of North Vancouver (Pemberton, Harbourside, etc.) provide many thousands of well paying jobs – many of the people in those jobs live and commute from outside North Vancouver (see Figure 3 below).

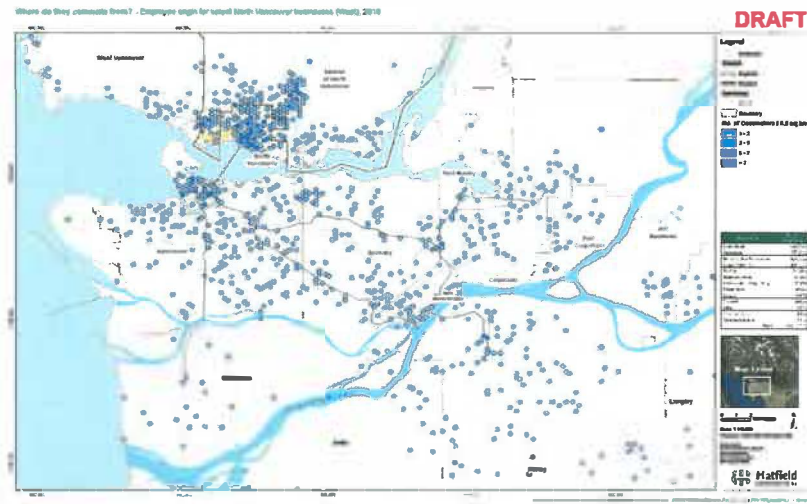




Figure 5 & 6: Examples of harbour passenger service: Sydney (l) and New York (r)

We trust this feedback will be considered in the decisions made regarding this property. Please feel free to reach out for further clarification, input or discussion.

Yours sincerely,

P. Stafford 82

Patrick Stafford-Smith MBA, P.Eng.
CEO, North Vancouver Chamber

Cc: Dan Milburn, General Manager, Planning, Properties & Permits – District of NV
Charlene Grant, General Manager, Corporate Services – District of NV
Stakeholders noted below.

Appendix A.

The following stakeholders were contacted for input:

- Acciona
- Allied Shipbuilders
- Fibreco
- Hatfield Consultants
- Kinder Morgan Terminals
- Seaspan ULC
- Western Stevedoring
- Wesbild

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Vancouver Fraser Port Authority
 100 The Pointe, 999 Canada Place
 Vancouver, B.C. Canada V6C 3T4
 portvancouver.com

Via Email: milburnd@dnv.org

May 3, 2019

Dan Milburn
 General Manager, Planning, Properties and Permits
 District of North Vancouver
 355 West Queens Road
 North Vancouver, BC V7N 4N5

Dear Mr. Milburn:

Re: Preliminary application for subdivision at 1371 McKeen Avenue

I am writing on behalf of the Vancouver Fraser Port Authority to provide comments on the preliminary application to subdivide 1371 McKeen Avenue in the District of North Vancouver. The port authority does not support subdivision of viable trade-enabling industrial land parcels because it diminishes their future potential to support goods movement, inflates the value of trade-enabling industrial land, and potentially introduces uses that conflict with trade and goods movement.

Trade-enabling industrial lands are lands required to support goods movement in and out of the region. These are lands that are close to major roads, railways and marine access, and are crucial to facilitating trade in an increasingly connected and interdependent global economy. The kinds of businesses that occupy trade-enabling lands include marine terminals, container storage, freight forwarding, distribution centres and warehouses that support international trade and keep Canada connected to the global supply chain.

The supply of available industrial land in the Lower Mainland is becoming exceedingly scarce and is expected to be depleted within the next 10 years. The recent Metro Vancouver industrial land inventory confirmed that the region's industrial land base was reduced by 870 acres between 2010 and 2015. The study noted that 22% of regionally designated industrial land is not designated as industrial by municipalities, leaving it at risk of conversion to another use.

The port authority is actively trying to purchase and protect as much trade-enabling industrial land as possible to ensure long-term competitiveness for Canadian importers and exporters. We have been focusing on sites located on waterways and near transportation corridors, but we have often been outbid by developers who buy at inflated prices with the intent to seek rezoning, subdivision or stratification that will make their investment far more profitable. The application to subdivide the property at 1371 McKeen Avenue into smaller parcels will have the same effect of driving up land values without necessarily addressing the sustainable land needs of industry and the local community.

.... /2

Dan Milburn, General Manager, Planning, Properties and Permits
District of North Vancouver
Date
Page 2 of 2

This site is located directly on the waterways of Burrard Inlet and situated between two major marine terminals: Fibreco Export Inc. and Vancouver Wharves. Currently the property is a large, contiguous parcel of land with marine access and potential for rail access. Such sites are now extremely rare in the local industrial real estate market. In this case, subdividing this parcel will significantly reduce the amount of land comprised in the existing lot that will have direct marine access, diminishing its potential to support goods movement.

Section 750 of the District's Zoning By-law 3210, 1965 states that in reference to the site's current Employment Zone - Industrial (EZ-1) zoning "the intent of the Industrial Zone is to accommodate port oriented uses and general manufacturing and other industrial activities on lands adjacent to the Port and the rail corridor. It is expected that uses in the Industrial Zone will be industrial in character and impact."

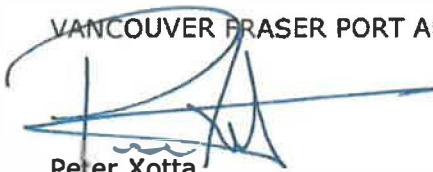
The proposed subdivision will create opportunities for intensified office use as all parcels under the current zoning would be permitted office as a principal use at an equal floor area to traditional industrial uses to a maximum of 2,500 m² (26,910 ft²). Without subdivision, office use would be limited to that for a single lot, however the subdivided seven parcels would allow for a total of 17,500 m² (188,730 ft²) of office space, the rough equivalent of a single 12-storey office tower. We would argue that this level of non-industrial use is not consistent with the intent of the zoning ("industrial in character and impact") and the surrounding industrial zone leading to potential conflicts among existing and future uses. The zoning also allows for other principal and accessory uses that would multiply with the number of subdivided lots. Moreover, we are concerned that recent marketing material for the site, based on the assumption of the proposed subdivision, suggests potential for further stratification for industrial and office uses. If this were to occur, this would exacerbate the impacts on value and further increase dilution of the industrial base.

While we do not support the subdivision of the property, if it were to proceed we would strongly recommend that the zoning of the four waterside lots be amended to Waterfront Industrial Zone (I1) to protect their future for the uses therein described as "industrial uses which either perform a port-related function or are dependent upon access to water".

The District of North Vancouver plays a significant role facilitating Canada's trade, particularly related to Canadian exports. We urge the District to protect this rare piece of industrial land for future trade-supporting activities.

Yours truly,

VANCOUVER FRASER PORT AUTHORITY



Peter Xotta

Vice President, Planning and Operations

cc Mayor Mike Little, District of North Vancouver
David Stuart, Chief Administrative Officer, District of North Vancouver
David Zhang, Development Planner, District of North Vancouver

May 13, 2019

Dear Planning Staff and District of North Vancouver Mayor & Council,

Re: Development at 1371 McKeen Avenue (The Waterfront property)

At a recent Open House held at the Norgate Community School, our neighbourhood was informed of the plans to renew the 30+ acre industrial waterfront site off McKeen Avenue – the property that is home to Lions Gate Marina, where several of our neighbours keep their boats. This area is very much under-utilized and on behalf of the Pemberton Heights Community Association, I would like to share our support for these renewal plans. Not only do these plans include keeping the marina accessible for the foreseeable future, I have learned that the developer has committed to improving the Philips Bight portion of the foreshore while working closely with the North Shore Streamkeepers and the Pacific Salmon Foundation to improve vital fish habitat close to Mackay Creek.

I am also told that the project will fall completely within the current industrial zoning to provide a greater amount of usable industrial property for the District - something desperately needed on the North Shore.

Given the lack of marina access to the west side of the District, many of our neighbours are keen to see the retention of the marina services so close to Pemberton Heights, while also providing new opportunities to increase our tax base through a growth in industrial business operators. As you may be aware, the vacancy rate for industrial space in North Vancouver is hovering around an unhealthy 1%. Many of us realize the importance of supporting projects that, in turn, improve opportunities for new business in our community. By doing so, this will result in a greater number of people enjoying the benefit of not having to cross a bridge to get to work (this of course relieves pressure on the two bridges servicing our community).

Finally, I want to highlight the reality that nowhere west of Lower Lonsdale do Pemberton Heights residents have access to the North Vancouver foreshore. Over the years Port Metro Vancouver has virtually eliminated all access to our waterfront. This project proposes to provide a small public access to the foreshore. Many of our neighbours would like to enjoy access to the ocean in this way.

Thank you for your consideration.

Sincerely,



Herman Mah
Pemberton Heights Community Association
Treasurer / Vice-President

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P 604.694.8800 F 604.694.0502 E info@wesbild.com — wesbild.com

June 7, 2019

District of North Vancouver
355 West Queens Road
North Vancouver, BC
V7N 4N5

Attention: Kevin Zhang, Planner 2

Re: The Waterfront – Subdivision Pre-Application – DNV File # PRE2018-00019
1371 McKeen Avenue, District of North Vancouver

Dear Mr. Zhang,

In consideration of our Subdivision application being in the approval process, we are writing to provide greater clarity as to the benefits we believe to the industrial businesses and the greater District of North Vancouver (DNV) community. With the scarcity of industrial land in the region, and the District of North Vancouver, we believe the subdivision of 1371 McKeen Avenue is imperative to provide better industrial intensification of the property.

History of Site

The property located at 1371 McKeen Avenue is a 27-acre parcel that has been predominantly used for a marina & service centre, mini storage, car parking, concrete plant and other local businesses. The site has never been used for trade enabling purposes, but rather for local support services. It has been under-utilized for the past 50 years.

A primary commercial use of the site today is the Lions Gate Mini Storage and Marina. The marina is both a dry storage and service yard facility for recreation and commercial boats. More importantly, its tenants provide maintenance and repair services to the marine industry. These tenants are regularly working on boats for the RCMP, Coast Guard, and the Port Authority, amongst others. In addition, West Coast Marine Spill Response keeps a barge and equipment at the marina for emergency spill response in the harbour. The marina also contributes to the North Shore community by providing North Shore Search and Rescue, Fire Fighters, and other local groups a site to operate out of for emergency response. This is an important service to the marine industry, and supports water-based industries per the Port Metro Vancouver mandate.

Other important local businesses on site with leases in place are Lafarge, Bricks and Blocks, Burley Boys, and auto mall car storage. The site has also recently been used to provide parking for Seaspan, and construction storage area for Fibreco. Wesbild has and will continue to work with its neighbouring businesses in the community.



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Development Vision

When Wesbild acquired the property in 2017, we saw a highly underutilized industrial site with a great opportunity to better contribute to North Vancouver's industrial economy and employment base.

The Subdivision application provides an opportunity for the DNV to increase supply to the starved industrial market and allow local and regional businesses to grow in the community. This will be achieved by selling parcels ranging in size from 2-11 acres to larger industrial businesses for build to suit opportunities, as well as, developing some strata titled buildings for smaller businesses to own and grow their operations.

Since 1981, Wesbild has been developing commercial properties. We have seen each of these projects, benefit their local economies and community. Waterfront, our marketing name for 1371 McKeen Avenue, will provide land for trade enabling and port related functions, while also developing more intensive buildings on the land to provide a greater supply of industrial space.

Regional and Municipal Industrial Land Market

Metro Vancouver's regional industrial land market is challenged with a limited and declining supply – and has been for some time. Currently, the Metro Vancouver region is experiencing acutely strong demand, record low vacancy and inadequate new supply of industrial space. This is contributing to higher sale and lease rates while challenging business expansion in the region. These issues have been well documented in reports commissioned by Metro Vancouver and other sources.

The DNV's industrial market is even tighter, with less than 1% vacancy and average lease rates one-third higher than the Metro Vancouver average due to lack of inventory. Furthermore, no new industrial product is currently being constructed in the DNV. This is making for an extremely difficult environment for businesses to plan for growth if they are to remain on the North Shore. These factors are contributing to the DNV's economic and employment growth significantly lagging other municipalities in the region. DNV has only had a net job increase of 2.3% between 2001 and 2016, well below Metro Vancouver average of 27%. The data speaks to the urgency needed to address the problems clearly outlined by the DNV's OCP objectives.

Business Growth

There continues to be strong industrial growth in the Metro Vancouver region associated with trade, transportation, logistics, warehousing, manufacturing and production, food commissaries and e-commerce. These forms of industry and others represent a wide spectrum of uses, scales and intensities including large heavy manufacturing, small local serving production, distribution, repair activities, and collocated activities. Each of these activities need different types of spaces to optimize their operations.

Business is evolving and becoming more diverse, with different types of increasingly lighter industrial and a higher proportion of accessory uses, which require new and different types of space. As an example, for logistics related activities, distribution models are shifting and instead of having large regional distribution centres, they are considering smaller more localized distribution facilities. This trend is referred to as the last mile delivery, whereby quick delivery to consumers is provided by local serving facilities. Associated with evolving industrial typologies and the challenging nature of work, industry has an increasing need for accessory / ancillary and supporting commercial activities that are related or linked to the primary industrial use and provide local-employee serving features / amenities.



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As Metro Vancouver has significant land constraints that limit land supply, and with continued strong demand, business is seeking alternative solutions to urban sprawl. Other cities throughout the world have previously experienced the same challenges as witnessed in Asia, metropolitan areas of the USA, as well as other parts of Metro Vancouver. This has resulted in different forms of industrial buildings, some with higher ceiling heights (more cubic volume) and others as stacked multi-storey industrial, along with greater automation and more efficient operations.

Support for New Industrial Space

In speaking with many local businesses, they offered support for our application, because they see the project, which will provide more supply, as a means to address DNV's industrial market conditions and support the local economy. Wesbild has also consulted with our industrial neighbours including Seaspan, Kinder Morgan, Fibreco, North Shore Waterfront Liaison Committee, Norgate Community Group, and Pemberton Community Group, most of whom have written in support of our application. This is an indication of the benefit the subdivision of Waterfront can provide to the overall community.

With a severely constrained land supply in the DNV, Wesbild's proposed subdivision will permit the creation of smaller, more functional parcels for a variety of new industrial businesses. **The DNV's Official Community Plan indicates that the DNV's objective is to "make more intense use of employment lands, which results in more jobs, more opportunity for business, and more revenue generating opportunities within the community. More specifically, OCP Policy #2 is to encourage infill development and the redevelopment of underutilized sites with industrial and light industrial commercial uses. The DNV's objective is to provide opportunity and flexibility for businesses to grow and adapt."**

This subdivision application, and any subsequent development application, will be consistent with the existing EZ-I Zoning, municipal plans and policies, and respond to DNV industry needs. Having existing industrial zoning in place, which allows for higher densities than are currently present, the property has the potential to significantly contribute to the industrial supply needed by the Region. With the District's support, Wesbild can develop the site with various forms of industrial, which could create between 500-1,000 jobs on the northern 14 acres (35-70 employees per acre) over the next 15 years, compared to the 8 employees (0.5 employees per acre) on this portion of the site today. The southern balance of the site is proposed to be a large 10.8-acre parcel on the waterfront for heavy industry, marine purpose or port related uses. The total estimated value of the direct and secondary economic impacts associated with the development and occupation of the proposed project is conservatively estimated at approximately 1 billion dollars.

The goal is to attract a large number of businesses who will benefit from locating close to Seaspan, and other port industrial users to help support port function. These types of businesses would include high tech value-add manufacturers, suppliers, marine related companies and other high paying jobs including boilermakers, longshoremen, and ironworkers. Potential opportunities also exist for operations such as the Canadian Navy, Coast Guard, coastal service providers, and other related agencies. The 2018 Moffatt and Nichol report (a Marine Consultant) concluded that development of high density, multi-level buildings for a hybrid use of port related and regular commercial activities would be the most optimal use for the property. Some options recommended include storage, warehouse/distribution facilities, and R&D innovation centre, with office or training spaces on upper levels.

Transportation

Wesbild recognizes the traffic challenges faced on the North Shore and Metro Vancouver and are planning on implementing an integrated plan to reduce the impact of our development. Options include:

- Car Share – Car2Go has indicated they would likely expand to our area in the next couple of years and Wesbild would seek to provide on-site parking
- Pemberton Pedestrian Overpass – Wesbild is willing to provide significant financial contribution to the proposed overpass that would provide pedestrian connectivity to Pemberton businesses and public transportation
- Shuttle Buses – we have consulted with independent transit companies to provide shuttle service to public transportation hubs and would run during peak periods. (similar to Seaspan)
- Public Transportation – The Integrated North Shore Transportation Plan plans for the addition of B-Line service on Marine Drive and bus routes along 1st avenue. These could be directly accessed from the discussed pedestrian overpass
- Bike and e-vehicle charging – electrical charging station for both cars and bikes/scooters would be built within each development to provide more sustainable forms of transportation
- Reducing Impact of traffic on and off the North Shore by providing space for businesses that work with Seaspan and adjacent industrial users
- During Construction – sourcing locally provide materials, utilizing concrete and aggregate from Lafarge on site, and potentially barging in material

Development Application Compliance

DNV bylaws and policies, professional practice and the Public Interest will all be served by this subdivision and the subsequent development permit applications. The proposed development in terms of both use and density is consistent with the Official Community Plan policies, land use designation, and zoning for the site.

Development Permit applications will be consistent with other trends in the region and internationally, that have traditional industrial on the ground floor with production/manufacturing and commercial office levels above. Metro Vancouver, through a number of publications, explored this typology as a method to create more industrial supply. In keeping with this form of development, applications would comply with the existing zoning, and have provisions for office space to be located on the top floor and limited to the amount stipulated in the zoning bylaw (2,500 m²). In consideration of concerns regarding non-industrial uses, it's likely that the lack of local amenities, distance from transit, and limited connectivity to other commercial locations, would prohibit office tenants like lawyer, doctors, or accountants. Instead, businesses that are related to industrial activities would be attracted to this location, such as engineering or logistics firms that support industrial or marine uses. The development could become a hub for marine serving businesses, including ship maintenance, parts distribution, manufacturing and engineering. These businesses can support (as customers or suppliers) the marine gateway, and more specifically local operators such as ship builders and other coastal service providers. Ultimately market demand and trends will determine the development outcome, and similarly the number of strata or support offices.

The Strata tenure buildings are a response to business demand to buy and build their space in an environment with low vacancy rates and unaffordable rent rates. This provides smaller businesses with the opportunity to secure long-term tenure and capital appreciation, which will permit them to make greater investments in their premises such as specialized equipment.



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Addressing Port Metro Vancouver Concerns

We acknowledge the Port Metro Vancouver's (The Port) concerns about the proposed subdivision of the property and take this opportunity to address them as follows:

- Subdivision into smaller parcels will permit the increase of industrial space by facilitating some vertical industrial buildings. This will add a significant supply of industrial floor space to the North Shore market. It will also make available purchase opportunities to a wider industrial group of users who look to develop and own their facilities.
- Office space and use, in accordance with the zoning bylaw, will only be provided on the upper floor of an industrial building, and therefore does not erode the industrial land area. However, the North Shore office market likely won't find this site desirable due to lack of amenities, public transportation or access to clients. Any primary use is likely going to be industrial supportive offices.
- Stratification will benefit industrial users by allowing them long term tenure and enable them to invest in necessary equipment. This provides a greater opportunity for a wider spectrum of industrial users.
- The subdivision application proposes the retention of a large 10 acre waterfront parcel that would support industrial uses that either provide a port related function or are dependent on access to water, even though access by water for large vessels is very difficult, as referenced in the 2018 Moffatt & Nichol report. A Deep water loading terminal is not easily feasible due to the following:
 - It would require a vessel berth that is perpendicular to the land
 - Insufficient water depth without environmentally sensitive ocean dredging
 - Wind, tides, and currents would cause difficult maneuvering conditions, requiring special tug boats to align the vessel. These conditions would cause limited access and egress for large ships, which would require extra ordinary handling provisions
- Our vision for the southern 10.8 acres of the site is consistent with the Port's letter, whereby they seek a change in zoning to I1 or restrictive covenant. Based on subdivision approval, and at time of subdivision registration, Wesbild would be prepared to agree to a restrictive covenant on the southern 10.8 acres to protect the land for port related and more intensive trade enabling functions. We've been discussing the use of this portion of land with large industrial users.
- The development will not compromise the rail, or marine transportation network capacity of the area. As per the Moffatt and Nichol report, the rail activity on the North Shore is already too congested. Our site would not be able to accommodate a rail loop and Fibreco would not be able to share their track capacity.
- It is anticipated that the building will attract many trade-enabling businesses and associated supporting businesses, such as localized distribution to the North Shore region.



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Closing

In conclusion, the subdivision and development of the property will provide opportunity for many local and international businesses to operate on the North Shore.

This will enable employment growth, and an increased tax base, rather than being lost to other parts of the region. This underutilized site will provide a significant supply of industrial space to an extremely constrained market. Furthermore, the more intensive industrial development is consistent with market and economic trends and forward-thinking policies. Wesbild with the District of North Vancouver, and The Port, can collaboratively work together to create an industrial hub that provides great benefit to Canada, Metro Vancouver and the District of North Vancouver.

Over the past year Avison Young has searched the North Shore and Metro Vancouver region for industrial businesses that would be interested in doing business on the property. This research has enabled Wesbild to better understand the North Shore industrial market and has been used to guide the subdivision parcel sizes and building typology. We've had a variety of enquiries from local industrial businesses for both smaller parcels and strata units and also interest in the southern 10.8-acre property. Based on the market research, the range in parcel sizes and strata tenure building can provide greater opportunity to a mix of industrial businesses, rather than if the property was left as 1 large 27-acre parcel. We've also offered the 10.8-acre site for sale to Port Metro Vancouver, and although we had discussed a potential land swap, they have advised that it is not a priority for them currently. In working with The Port, Wesbild has been willing to accept a mutually agreed to restrictive covenant on the southern 10.8-acre site at time of subdivision registration. This restrictive covenant would likely reflect the conditions of the DNV's I1 zone limiting the use of the property to industrial uses "to which either perform a port-related function or are dependent upon access to water".

We respect that the Approving Officer's role is to independently apply provincial statutes, regulations, and local government bylaws regarding our subdivision and that they shall use their own discretion in making a decision regarding the approval. With that we consider our application to meet the District of North Vancouver's Official Community Plan, Zoning Bylaw's and that based on all of the information provided above that the subdivision is very much in the Public's interest.

We look forward to subdivision approval allowing for a greater use of the land and increased supply of industrial opportunity to Metro Vancouver and the District of North Vancouver businesses.




If you have any questions, please contact the undersigned to arrange a meeting.

Thank you,

Wesbild
Derek Read, Vice President, Development and Construction

CC: Dan Milburn, General Manager, Planning, Properties & Permits at District of North Vancouver
Jennifer Paton, Development Planning Manager at District of North Vancouver

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: June 17, 2019
<input type="checkbox"/> Other:	Date: _____

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

May 31, 2019
File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8390 - Amendment to Bylaw Notice Enforcement Bylaw 7458, 2004

RECOMMENDATION:

THAT "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8390, 2019 (Amendment 43)" is ADOPTED.

BACKGROUND:

Bylaw 8390 was given First, Second and Third Readings on May 27, 2019.

The bylaw is now ready to be considered for Adoption by Council.

OPTIONS:

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

Respectfully submitted,


James Gordon
Municipal Clerk

Attachments:

- Bylaw 8390
- Staff report dated May 13, 2019

**SUBJECT: Bylaw 8390 - Amendment to Bylaw Notice Enforcement Bylaw 7458,
2004**

May 31, 2019

Page 2

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

The Corporation of the District of North Vancouver

Bylaw 8390

A bylaw to amend the Bylaw Notice Enforcement Bylaw 7458, 2004

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

Citation

1. This bylaw may be cited as "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8390, 2019 (Amendment 43)".

Amendments

2. Bylaw Notice Enforcement Bylaw 7458, 2004 is amended by:
 - 2.1 Deleting Section 7(b);
 - 2.2 Renumbering Section 7(c) as Section 7(b);
 - 2.3 Renumbering Section 7(d) as Section 7(c);
 - 2.4 Deleting Schedule B in its entirety and replacing with a new Schedule B as attached to this bylaw as Schedule A.

READ a first time May 27th, 2019

READ a second time May 27th, 2019

READ a third time May 27th, 2019

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8390

Schedule B to Bylaw 7458

NORTH SHORE BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY AGREEMENT

This Agreement, dated the _____ day of _____, 2019

BETWEEN:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, 355 West Queens Road,
North Vancouver, BC, V7N 4N5

("DNV")

AND:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, 750-17th Street, West
Vancouver, British Columbia, V7V 3T3

("DWV")

AND:

BOWEN ISLAND MUNICIPALITY, Box 279, 981 Artisan Lane, Bowen Island, British Columbia,
V0N 1G0

("BIM")

AND:

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY, Box 141, 400 Centre Road, Lions
Bay, British Columbia, V0N 2E0

("VLB")

Witnesses that Whereas:

- A. Local governments have the authority under the Act to adopt a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms; and,
- B. Two or more local governments may enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system; and,
- C. The Parties have established the Registry pursuant to the Act and they jointly administer and share the costs the Registry; and,

- D. The Parties have agreed to administer the Registry in accordance with the terms and conditions set out in this Agreement;

NOW THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

Definitions

1. In this Agreement:

"Act" means the *Local Government Bylaw Notice Enforcement Act*;

"Agreement" means this Agreement;

"Authorizing Bylaws" means the bylaws adopted by the Councils of each of the Parties authorizing this Agreement;

"Bylaw Notice" has the meaning given to it in the Act;

"Oversight Committee" means the North Shore Bylaw Notice Dispute Adjudication Registry's Oversight Committee;

"Parties" means all of the signatories to this Agreement and any other local authorities which may become signatories to this Agreement from time to time;

"Party" means any one of the Parties;

"Registry" means the North Shore Bylaw Notice Dispute Adjudication Registry established by this Agreement;

Joint Registry

2. The Parties to this Agreement agree to jointly operate a local government bylaw notice dispute adjudication system to be known as the North Shore Bylaw Notice Dispute Adjudication Registry. It is further agreed that the DNV will operate the Registry on behalf of the Parties.

Operating Concept

3. The DNV will establish, fund and operate the Registry. The DNV will recover its costs of operating the Registry by charging the other Parties on a per-adjudication basis for their proportional use of the Registry's services.

Registry Oversight

4. The Parties agree to establish the Oversight Committee. Each Party will appoint one representative to serve on the Oversight Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

5. The Parties agree that the purpose of the Oversight Committee is to ensure that:
- a) the Registry is operating in compliance with the Act and Authorizing Bylaws;
 - b) the operation of the Registry is meeting the needs of the Parties; and,
 - c) the expenses of the Registry remain reasonable and the per-adjudication cost recovery mechanism remains fair.

Operations and Logistics

6. The Parties agree that:
- a) the Registry will be located in the municipal offices of the DNV, 355 West Queens Rd, North Vancouver, B.C., V7N 4N5;
 - b) the Registry will administer the bylaw notice dispute adjudication system;
 - c) disputes will be heard by an adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws;
 - d) the DNV will select the adjudicators who may hear and determine disputes from the provincial roster of adjudicators established by the Attorney General pursuant to the Act;
 - e) adjudicators will be assigned to individual disputes in the manner prescribed by the applicable regulation pursuant to the Act or policy established by the Oversight Committee;
 - f) responsibility for the appointment, administration and funding of the position of screening officer will reside with each Party individually and will not in any way be a function of the Registry; and,
 - g) The DNV will provide and supervise all administrative services required by the Registry, subject to the following:
 - i) the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant Party if not collected by the Registry immediately following the adjudication; and,
 - ii) any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to (i) and (ii) will be credited to the relevant Party and subtracted from the amount owing by that Party for their proportional use of the dispute adjudication system.

Finance, Invoicing and Reporting

7. Each Party is responsible for its own start-up and any other costs with respect to its participation in the Registry.
8. The budget year of the Registry is the calendar year.
9. The DNV will prepare an annual operating budget for the Registry within the DNV corporate budgeting process and will fund the operation of the Registry from this budget. The DNV will recover its costs of operating the Registry, plus an administrative fee for establishing, funding and administering the Registry, from the other Parties.
10. The Registry operating budget will be based on the annual number of adjudications anticipated from each Party. The budget will set out the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including:
 - a) the estimated operational expenditures for:
 - i) office and administration including financial reporting and administrative services;
 - ii) bylaw dispute adjudicators; and
 - iii) other functions of the Registry;
 - b) the anticipated revenues (if any) of the Registry;
 - c) the difference between estimated revenues and operational expenditures for the Registry; and,
 - d) the anticipated cost per adjudication that will form the basis for invoicing Parties for use of the Registry's services.
11. Each Party must pay for its proportional use of the Registry's services. The DNV will issue an invoice for such costs (less any amounts collected directly by the Registry and deducted in accordance with section 6(g)) following each day of adjudication. The Party will pay the DNV the amount in the invoice within thirty (30) days of receipt of such invoice.
12. The Parties agree that all costs relating to legal services, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by the DNV on behalf of the Registry.
13. No Party, nor the DNV in the name of the Registry, shall incur expenses or indebtedness on behalf of, or in the name of, the Registry outside of those in the approved DNV annual operating budget for the Registry. Requests for additional expenditure or the incurring of indebtedness must be made to the Oversight Committee. If supported by the Oversight Committee, the request will be forwarded to the DNV. The Chief Financial Officer for the DNV shall review all such requests that are additional to the approved annual operating budget for

the Registry and has sole discretion to approve, subject to adhering to DNV budget approval processes and timeframes, or to reject such requests.

14. The DNV will ensure that its General Manager of Finance conducts and oversees the financial reporting and record keeping of the Registry based on normal municipal finance procedures, subject to the requirements outlined in this Agreement. With respect to financial administration of the Registry, the Chief Financial Officer for the DNV will:
 - a) exercise the duties and powers of the officer responsible for financial administration as provided in the *Community Charter* in maintaining the financial records for the Registry on behalf of the Parties;
 - b) ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
 - c) provide, when possible, any additional financial reports or analysis that the Oversight Committee may request; and,
 - d) direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the *Community Charter*.
15. The DNV will cooperate with any reasonable request by a Chief Financial Officer for a Party for access to financial records, user statistics and other information of the Registry. The Chief Financial Officer of a Party may, acting reasonably, with a view to minimizing the administrative burden on the DNV and no more than once per year of the term of this Agreement, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry.

Indemnity and Insurance

16. The Parties agree that in the event that the DNV is named in a legal action arising in any way, directly or indirectly, from the operation or administration of the Registry or any adjudication conducted pursuant to this Agreement, then the Party who issued the Bylaw Notice associated with or giving rise to the legal action will indemnify the DNV for all of its costs, including staff time and solicitors and professional fees and disbursements, for responding to and defending against such legal action except in the case of dishonesty, gross negligence or malicious or wilful misconduct by the DNV. Such costs will be paid within 30 days of receipt of an invoice for same from the DNV.
17. Each Party is responsible for maintaining its own liability insurance in respect of its participation in this Agreement. Such insurance must cover any liability that may arise from the negligence of such Party related directly or indirectly to or arising in any way from participation in this Agreement. Each Party must immediately inform the other Parties if the insurance coverage required herein is cancelled, expired or has otherwise lapsed.

General Provisions

18. The Parties will negotiate in good faith any proposed amendment(s) to this Agreement upon request by any Party. All amendments to this Agreement must be in writing and executed by each Party.
19. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
 - a) first, to the Oversight Committee to resolve the dispute;
 - b) second, if the Oversight Committee is unable to resolve the dispute within sixty (60) days, to the Chief Administrative Officers of the Parties; and,
 - c) third, if the Chief Administrative Officers are unable to resolve the dispute within sixty (60) days, to the Inspector of Municipalities or, at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.
20. Any Party may withdraw from this Agreement upon six (6) months' written notice to the other Parties.
21. This Agreement comes into effect on the date noted above.

IN WITNESS WHEREOF the Parties have executed this Agreement on the date above written:

THE CORPORATE SEAL of THE)
 CORPORATION OF THE DISTRICT OF)
 NORTH VANCOUVER was hereunto)
 affixed in the presence of:)

 Mayor)

C/S

 Municipal Clerk)

THE CORPORATE SEAL of THE)
 CORPORATION OF THE DISTRICT OF)
 WEST VANCOUVER was hereunto affixed)
 in the presence of:)

 Mayor)

C/S

 Municipal Clerk)

THE CORPORATE SEAL of BOWEN)
 ISLAND MUNICIPALITY was hereunto)
 affixed in the presence of:)

 Mayor)

C/S

 Municipal Clerk)

THE CORPORATE SEAL of THE)
 MUNICIPALITY OF THE VILLAGE OF)
 LIONS BAY was hereunto affixed in the)
 presence of:)

 Mayor)

C/S

 Municipal Clerk)

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>May 27, 2019</u>
<input type="checkbox"/> Other:	Date: _____

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

May 13, 2019
File: 01.0115.30/002.000

AUTHOR: Jim Gordon, Municipal Clerk

SUBJECT: Bylaw 8390 - Amendment to Bylaw Notice Enforcement Bylaw 7458, 2004

RECOMMENDATION:

THAT "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8390, 2019 (Amendment 43)" is given FIRST, SECOND and THIRD Readings.

REASON FOR REPORT:

The reason for this report is to provide Council with an opportunity to approve a new North Shore Bylaw Notice Dispute Adjudication Registry Agreement.

BACKGROUND:

The District has designated that certain bylaw offences be enforced by means of a Bylaw Notice (a ticket) pursuant to the *Local Government Bylaw Notice Enforcement Act*.

If this system is used, a dispute adjudication mechanism is required. For economies of scale, the Act allows two or more local governments, by agreement adopted by bylaw, to jointly offer this dispute adjudication mechanism. Since 2004 the District has partnered with various other local governments in this regard and the dispute adjudication function has been facilitated by the City of North Vancouver.

In late 2018 the City informed the partners that it would withdraw from the partnership and no longer facilitate the dispute adjudication function. The District has stepped in to now facilitate this service with the reduced partnership consisting of the District of West Vancouver, Bowen Island Municipality and the Village of Lions Bay. Consequently, a new North Shore Bylaw Notice Dispute Adjudication Registry Agreement is required as a result of this change.

An amending bylaw is attached with the proposed new agreement. One additional housekeeping amendment is also included – deleting section 7(b) of the Bylaw which stated the address of the Registry as being formerly at the City of North Vancouver.

SUBJECT: Bylaw 8390 - Amendment to Bylaw Notice Enforcement Bylaw 7458, 2004

May 13, 2019

Page 2

EXISTING POLICY:

The current North Shore Bylaw Notice Dispute Adjudication Registry Agreement is attached to Bylaw Notice Enforcement Bylaw 7458, 2004 as Schedule B. A new agreement is required so the current agreement will be deleted and replaced with a new Schedule B.

CONCURRENCE:

Each partner to the dispute adjudication function must concurrently amend their own Bylaw Notice Enforcement Bylaw to add the new agreement. This is presently being done by the other partners and represents the culmination of many months of research, planning and negotiation.

CONCLUSION:

There has been a period of approximately six months where no dispute adjudication function has been available. In that time the partners have continued to issue Bylaw Notices, some of which are disputed and resulting in a backlog awaiting adjudication. There is some urgency required in each partner amending their respective bylaws so that the process of hearing the disputes may get underway. Expeditious approval of this bylaw amendment by the District will assist this process.

OPTIONS:

With respect to Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8390, 2019 (Amendment 43), Council has the following options:

1. Give Bylaw 8390 FIRST, SECOND and THIRD Readings (staff recommendation); or,
2. Return Bylaw 8390 to staff with further direction on the District's involvement in dispute adjudication.

Respectfully submitted,



Jim Gordon
Municipal Clerk

Attachment: Bylaw 8390

**SUBJECT: Bylaw 8390 - Amendment to Bylaw Notice Enforcement Bylaw 7458,
2004**

May 13, 2019

Page 3

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

The Corporation of the District of North Vancouver

Bylaw 8390

A bylaw to amend the Bylaw Notice Enforcement Bylaw 7458, 2004

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

Citation

1. This bylaw may be cited as "Bylaw Notice Enforcement Bylaw 7458, 2004, Amendment Bylaw 8390, 2019 (Amendment 43)".

Amendments

2. Bylaw Notice Enforcement Bylaw 7458, 2004 is amended by:
 - 2.1 Deleting Section 7(b);
 - 2.2 Renumbering Section 7(c) as Section 7(b);
 - 2.3 Renumbering Section 7(d) as Section 7(c);
 - 2.4 Deleting Schedule B in its entirety and replacing with a new Schedule B as attached to this bylaw as Schedule A.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8390

Schedule B to Bylaw 7458

NORTH SHORE BYLAW NOTICE DISPUTE ADJUDICATION REGISTRY AGREEMENT

This Agreement, dated the _____ day of _____, 2019

BETWEEN:

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, 355 West Queens Road,
North Vancouver, BC, V7N 4N5

("DNV")

AND:

THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER, 750-17th Street, West
Vancouver, British Columbia, V7V 3T3

("DWV")

AND:

BOWEN ISLAND MUNICIPALITY, Box 279, 981 Artisan Lane, Bowen Island, British Columbia,
V0N 1G0

("BIM")

AND:

THE MUNICIPALITY OF THE VILLAGE OF LIONS BAY, Box 141, 400 Centre Road, Lions
Bay, British Columbia, V0N 2E0

("VLB")

Witnesses that Whereas:

- A. Local governments have the authority under the Act to adopt a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms; and,
- B. Two or more local governments may enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system; and,
- C. The Parties have established the Registry pursuant to the Act and they jointly administer and share the costs the Registry; and,
- D. The Parties have agreed to administer the Registry in accordance with the terms and conditions set out in this Agreement;

NOW THEREFORE, in consideration of the mutual promises contained herein, the Parties agree as follows:

Definitions

1. In this Agreement:

"Act" means the *Local Government Bylaw Notice Enforcement Act*;

"Agreement" means this Agreement;

"Authorizing Bylaws" means the bylaws adopted by the Councils of each of the Parties authorizing this Agreement;

"Bylaw Notice" has the meaning given to it in the Act;

"Oversight Committee" means the North Shore Bylaw Notice Dispute Adjudication Registry's Oversight Committee;

"Parties" means all of the signatories to this Agreement and any other local authorities which may become signatories to this Agreement from time to time;

"Party" means any one of the Parties;

"Registry" means the North Shore Bylaw Notice Dispute Adjudication Registry established by this Agreement;

Joint Registry

2. The Parties to this Agreement agree to jointly operate a local government bylaw notice dispute adjudication system to be known as the North Shore Bylaw Notice Dispute Adjudication Registry. It is further agreed that the DNV will operate the Registry on behalf of the Parties.

Operating Concept

3. The DNV will establish, fund and operate the Registry. The DNV will recover its costs of operating the Registry by charging the other Parties on a per-adjudication basis for their proportional use of the Registry's services.

Registry Oversight

4. The Parties agree to establish the Oversight Committee. Each Party will appoint one representative to serve on the Oversight Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

5. The Parties agree that the purpose of the Oversight Committee is to ensure that:
- a) the Registry is operating in compliance with the Act and Authorizing Bylaws;
 - b) the operation of the Registry is meeting the needs of the Parties; and,
 - c) the expenses of the Registry remain reasonable and the per-adjudication cost recovery mechanism remains fair.

Operations and Logistics

6. The Parties agree that:
- a) the Registry will be located in the municipal offices of the DNV, 355 West Queens Rd, North Vancouver, B.C., V7N 4N5;
 - b) the Registry will administer the bylaw notice dispute adjudication system;
 - c) disputes will be heard by an adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws;
 - d) the DNV will select the adjudicators who may hear and determine disputes from the provincial roster of adjudicators established by the Attorney General pursuant to the Act;
 - e) adjudicators will be assigned to individual disputes in the manner prescribed by the applicable regulation pursuant to the Act or policy established by the Oversight Committee;
 - f) responsibility for the appointment, administration and funding of the position of screening officer will reside with each Party individually and will not in any way be a function of the Registry; and,
 - g) The DNV will provide and supervise all administrative services required by the Registry, subject to the following:
 - i) the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant Party if not collected by the Registry immediately following the adjudication; and,
 - ii) any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to (i) and (ii) will be credited to the relevant Party and subtracted from the amount owing by that Party for their proportional use of the dispute adjudication system.

Finance, Invoicing and Reporting

7. Each Party is responsible for its own start-up and any other costs with respect to its participation in the Registry.
8. The budget year of the Registry is the calendar year.
9. The DNV will prepare an annual operating budget for the Registry within the DNV corporate budgeting process and will fund the operation of the Registry from this budget. The DNV will recover its costs of operating the Registry, plus an administrative fee for establishing, funding and administering the Registry, from the other Parties.
10. The Registry operating budget will be based on the annual number of adjudications anticipated from each Party. The budget will set out the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including:
 - a) the estimated operational expenditures for:
 - i) office and administration including financial reporting and administrative services;
 - ii) bylaw dispute adjudicators; and
 - iii) other functions of the Registry;
 - b) the anticipated revenues (if any) of the Registry;
 - c) the difference between estimated revenues and operational expenditures for the Registry; and,
 - d) the anticipated cost per adjudication that will form the basis for invoicing Parties for use of the Registry's services.
11. Each Party must pay for its proportional use of the Registry's services. The DNV will issue an invoice for such costs (less any amounts collected directly by the Registry and deducted in accordance with section 6(g)) following each day of adjudication. The Party will pay the DNV the amount in the invoice within thirty (30) days of receipt of such invoice.
12. The Parties agree that all costs relating to legal services, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by the DNV on behalf of the Registry.
13. No Party, nor the DNV in the name of the Registry, shall incur expenses or indebtedness on behalf of, or in the name of, the Registry outside of those in the approved DNV annual operating budget for the Registry. Requests for additional expenditure or the incurring of indebtedness must be made to the Oversight Committee. If supported by the Oversight Committee, the request will be forwarded to the DNV. The Chief Financial Officer for the DNV

shall review all such requests that are additional to the approved annual operating budget for the Registry and has sole discretion to approve, subject to adhering to DNV budget approval processes and timeframes, or to reject such requests.

14. The DNV will ensure that its General Manager of Finance conducts and oversees the financial reporting and record keeping of the Registry based on normal municipal finance procedures, subject to the requirements outlined in this Agreement. With respect to financial administration of the Registry, the Chief Financial Officer for the DNV will:
 - a) exercise the duties and powers of the officer responsible for financial administration as provided in the *Community Charter* in maintaining the financial records for the Registry on behalf of the Parties;
 - b) ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
 - c) provide, when possible, any additional financial reports or analysis that the Oversight Committee may request; and,
 - d) direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the *Community Charter*.
15. The DNV will cooperate with any reasonable request by a Chief Financial Officer for a Party for access to financial records, user statistics and other information of the Registry. The Chief Financial Officer of a Party may, acting reasonably, with a view to minimizing the administrative burden on the DNV and no more than once per year of the term of this Agreement, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry.

Indemnity and Insurance

16. The Parties agree that in the event that the DNV is named in a legal action arising in any way, directly or indirectly, from the operation or administration of the Registry or any adjudication conducted pursuant to this Agreement, then the Party who issued the Bylaw Notice associated with or giving rise to the legal action will indemnify the DNV for all of its costs, including staff time and solicitors and professional fees and disbursements, for responding to and defending against such legal action except in the case of dishonesty, gross negligence or malicious or wilful misconduct by the DNV. Such costs will be paid within 30 days of receipt of an invoice for same from the DNV.
17. Each Party is responsible for maintaining its own liability insurance in respect of its participation in this Agreement. Such insurance must cover any liability that may arise from the negligence of such Party related directly or indirectly to or arising in any way from participation in this Agreement. Each Party must immediately inform the other Parties if the insurance coverage required herein is cancelled, expired or has otherwise lapsed.

General Provisions

18. The Parties will negotiate in good faith any proposed amendment(s) to this Agreement upon request by any Party. All amendments to this Agreement must be in writing and executed by each Party.
19. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
 - a) first, to the Oversight Committee to resolve the dispute;
 - b) second, if the Oversight Committee is unable to resolve the dispute within sixty (60) days, to the Chief Administrative Officers of the Parties; and,
 - c) third, if the Chief Administrative Officers are unable to resolve the dispute within sixty (60) days, to the Inspector of Municipalities or, at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.
20. Any Party may withdraw from this Agreement upon six (6) months' written notice to the other Parties.
21. This Agreement comes into effect on the date noted above.

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

_____	_____	_____
Dept. Manager	GM/ Director	CAO

The District of North Vancouver REPORT TO COUNCIL

June 4, 2019

AUTHOR: Jim Hanson, Councillor

SUBJECT: Policy with Respect to Campaign Contributions

RECOMMENDATION:

THAT staff is directed to prepare a policy that will require members of Council to declare before voting on any development proposal, campaign contributions knowingly received from the applicant, or from individuals associated with the applicant, and that members of Council are encouraged to recuse themselves where such a declaration is made;

AND THAT an internet link to the campaign financing disclosure statements of all members of Council be placed in a prominent location on the District's web page;

AND THAT for the purposes of this policy, persons "associated" with a development company include a company's owners, directors, officers, employees, and family members of such persons;

AND THAT a procedure be established for the Mayor or Acting Mayor to request the full disclosure of such campaign finance donations prior to discussion and voting.

REASON FOR REPORT:

The reason for this report is to provide Council with an opportunity to establish policy to foster greater transparency and accountability for Councillors debating and voting on development applications.

BACKGROUND:

A review of publicly available information regarding 2018 financial campaign contributions to candidates and elected Councillors, combined with background research, reveals that certain candidates and elected Councillors have accepted campaign monies from individuals related to development companies operating on the North Shore. For example, a candidate received funds from the spouse of the President of a major North Shore development company, another candidate received funds from a partner of a development company, while another received funds from the president and founder of a development company. Provincial legislation prohibits candidates from receiving funds directly from corporations and unions, but the legislation does not deal with the issue of corporations seeking to make political donations indirectly through persons associated with the company.

By way of further example, one political entity in the 2018 North Vancouver District Council election, Building Bridges, received numerous donations from persons associated with corporations engaged in real estate development, including donations from persons associated with:

- Cascadia Green Development;
- Mosaic Homes;
- Alyza Homes;
- Baron Projects Real Estate Development;
- Polygon Homes;
- Darwin Construction;
- Domus Homes; and,
- JFR Properties.

This can only be a partial list given the practical challenges in researching who is, and who is not, a person associated with a development company. Certain of these development companies donated to Building Bridges through multiple individuals.

In addition, Building Bridges received campaign finance from others associated with real estate development through their roles as realtors and other professionals engaged in services linked to the real estate industry.

Transparency and accountability are hallmarks of an effective democracy. Without these, the electorate are left to speculate on the motivation behind certain decisions. Decisions on development applications have a profound influence, for better or for worse, on the way of life of voters in North Vancouver District. Increased population density influences not only housing realities, and the potential for development companies to earn profits, but also the efficiency of our transportation networks, access to needed medical and other services, access to parks and recreational amenities, retention of green space, air quality, noise levels, and more generally the overall experience of living in North Vancouver District. By approving development applications, we literally change our community. As locally elected representatives of our community, we must be open and honest about our motivations. Whatever the truth may be, many voters in the District suspect a linkage between the voting records of certain Councillors and their receipt of campaign finance from development companies. Given the current regulations around campaign financing contributions, speculation by residents often, rightly or wrongly, leads to the questioning of the motivation of Councillors who support development.

Since campaign financing disclosure statements are public, we can address matters of transparency and accountability by requiring members of Council to declare when they have knowingly received contributions from persons associated with the applicant at the time when development applications come before Council.

EXISTING POLICY:

The Code of Ethics Policy is attached for reference.

CONCLUSION:

This proposal will convey a serious commitment on the part of Council to regain the trust of the electorate on issues of development, raise awareness of potential corporate influence, and foster an environment of transparency.

OPTIONS:

Council should vigorously debate this and other issues of real or perceived bias and conflict of interest that will hold locally elected officials accountable to a high standard of ethical conduct and the avoidance of the perception of self-interest.

Respectfully submitted,

Jim Hanson
Councillor

Attachments:

- Code of Ethics Policy

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

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The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Administration	1
Sub-Section:	Council - General	0530
Title:	CODE OF ETHICS	11

POLICY

The District of North Vancouver has adopted a Code of Ethics which is applicable to members of Council and to any person appointed by Council to boards, committees, commissions, panels or task forces. The Code of Ethics is outlined in Attachment 1 to this Policy.

REASON FOR POLICY

The purpose of the Code of Ethics is to ensure that:

1. public business is conducted with integrity, in a fair, honest and open manner;
2. members respect one another, the public and staff and recognize the unique role and contribution each person has in making the District a better place to work and live;
3. their conduct in the performance of their duties and responsibilities with District is above reproach; and
4. the decision-making processes are accessible, participatory, understandable, timely and just, in addition to the requirements of applicable enactments.

AUTHORITY TO ACT

Retained by Council

Approval Date:	November 28, 2000	Approved by:	Regular Council
1. Amendment Date:	January 19, 2015	Approved by:	Regular Council
2. Amendment Date:		Approved by:	
3. Amendment Date:		Approved by:	

CODE OF ETHICS

**For members of
District of North Vancouver Council
and Council Appointees to Boards,
Committees, Commissions and Task Forces (“members”)**

**Adopted by the Council of the District of North Vancouver
November 28, 2000**

Preamble

The residents and businesses of the District of North Vancouver are entitled to have fair, honest and open local government that has earned the public's full confidence for integrity. In keeping with the District of North Vancouver's Governance Principles and Corporate Values as described in the Corporate Business Plan, the District seeks to maintain and enhance the quality of life for all District residents through effective, responsible and responsive government. To help achieve this goal, members have committed to strive to ensure that:

- public business is conducted with integrity, in a fair, honest and open manner;
- members respect one another, the public and staff and recognize the unique role and contribution each person has in making the District a better place to work and live;
- their conduct in the performance of their duties and responsibilities with the District be above reproach; and
- the decision-making processes be accessible, participatory, understandable, timely and just, in addition to the requirements of applicable enactments.

Application of the Code

To this end, the Council of the District of North Vancouver has adopted a Code of Ethics applicable to members of Council and to any person appointed by Council to boards, committees, commissions, panels or task forces. Unless otherwise specified, “members” is intended to include both members of Council and committees. The bodies which Council can appoint members to are referred to collectively as “committees” in the Code.

1. Act in the Public Interest

Recognizing that the District seeks to maintain and enhance the quality of life for all District residents through effective, responsive and responsible government, members will conduct their business with integrity, in a fair, honest and open manner.

2. Comply with the Law

Members shall comply with all applicable federal, provincial, and local laws in the performance of their public duties. These laws include, but are not limited to: the *Constitution Act*; the *Provincial Human Rights Code*; the *Criminal Code*, the *Local Government Act*; *Community Charter*; laws pertaining to financial disclosures, and employer responsibilities; and relevant District bylaws and policies.

3. Conduct of Members

The conduct of members in the performance of their duties and responsibilities with the District must be fair, open and honest. Members shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of Council, committees, the staff or the public.

4. Respect for Process

Members shall perform their duties in accordance with the policies and procedures and rules of order established by the District Council governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Council by District staff. Members of committees shall be aware of the mandate of their respective committee, and act in accordance with it.

5. Conduct of Public Meetings

Members shall prepare themselves for public meetings; listen courteously and attentively to all public discussions before the body; and focus on the business at hand. They shall not interrupt other speakers; make personal comments not germane to the business of the body; or otherwise disturb a meeting.

6. Decisions Based on Merit

Members shall base their decisions on the merits and substance of the matter at hand, rather than on unrelated considerations.

7. Communication

Subject to paragraph 10, members shall publicly share substantive information that is relevant to a matter under consideration by the Council or a committee, which they may have received from sources outside of the public decision-making process.

8. Conflict of Interest

The Mayor and Councillors shall be aware of and act in accordance with Division 6 of the *Community Charter*, and shall fulfil part (c) of their *Oath of Office*. Other Members shall act in accordance with the Conflict of Interest provisions of Corporate Policy 1-0360-3.

9. Gifts and Favours

Members shall not accept any money, property, position or favour of any kind whether to be received at the present or in the future, from a person having, or seeking to have dealings with the District, save for appropriate refreshments or meals, except where such a gift or favour is authorized by law, or where such gifts or favours are received as an incident of the protocol, social obligation or common business hospitality that accompany the duties and responsibilities of the member. A member may participate in District programs open to the public and may purchase District property or goods offered for public sale.

10. Confidential Information

Members shall respect the confidentiality of information concerning the property, personnel or legal affairs of the District. They shall neither disclose confidential information without proper authorization, nor use such information to advance their personal, financial or other private interests.

11. Use of Public Resources

Members shall not use public resources not available to the public in general, such as staff time, equipment, supplies or facilities, for private gain or personal purposes.

12. Advocacy

Members shall represent the official policies or positions of the District Council or committee to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, members shall explicitly state they do not represent Council, their committee or the District of North Vancouver, nor will they allow the inference that they do.

13. Policy Role of Members

Members shall respect and adhere to the council-Chief Administrative Officer structure of government as practiced in the District of North Vancouver. In this structure, the Council determines the policies of the District with the advice, information and analysis provided by the public, committees, and District staff.

Members, therefore, shall not interfere with the administrative functions of the District or with the professional duties of District staff; nor shall they impair the ability of staff to implement Council policy decisions.

14. Positive Work Place Environment

Members shall treat other members, the public and District staff with respect and shall be supportive of the personal dignity, self-esteem and well being of those with whom they come in contact with during the course of their professional duties. Members shall be aware of and act in accordance with the Positive Workplace Environment: Anti-bullying and Harassment Policy.

15. Implementation

The District of North Vancouver Code of Ethics is intended to be self-enforcing. Members should view the Code as a set of guidelines that express collectively the standards of conduct expected of them. It, therefore, becomes most effective when members are thoroughly familiar with the Code and embrace its provisions.

For this reason, the Code of Ethics will be provided to candidates for Council and applicants to committees. Members elected to Council or appointed to a committee will be requested to sign the Member Statement affirming they have read and understood the District of North Vancouver Code of Ethics. In addition, Council and committees shall review annually the Code of Ethics, and Council shall consider recommendations from committees and update the Code as necessary.

16. Compliance and Enforcement

The District of North Vancouver Code of Ethics expresses standards of ethical conduct expected for members of the District Council and committees. Members themselves have the primary responsibility to assure that these ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the governance of the District of North Vancouver.

Council may impose sanctions on members whose conduct does not comply with the District's ethical standards, such as motion of censure. Council may also rescind the appointment of a member to a committee for breaching the Code of Ethics.

To ensure procedural and administrative fairness, a member who is accused of violating any provision of the Code of Ethics with the exception of paragraph 14 shall have a minimum of one week, or the time between two consecutive meetings, whichever is greater, to prepare his or her case to respond to these allegations. Before considering a sanction, Council must ensure that a member has

1. received a written copy of the case against him or her;
2. a minimum of one week, or the time between two consecutive meetings, whichever is greater, to prepare a defence against any allegations; and
3. an opportunity to be heard.

The procedures outlined in the Positive Workplace Environment: Anti-bullying and Harassment Policy have been adopted by Council for dealing with a complaint under the Positive Workplace Environment: Anti-bullying and Harassment Policy (see paragraph 14, above).

A violation of this Code of Ethics shall not be considered a basis for challenging the validity of a Council or committee decision.

* * * * *

MODEL OF EXCELLENCE

**Council of the District of North Vancouver
and Council Appointees to Boards,
Committees, Commissions and Task Forces**

MEMBER STATEMENT

As a member of the District of North Vancouver Council or of a District committee, I agree to uphold the Code of Ethics adopted by the District and conduct myself by the following model of excellence. I will:

Recognize the diversity of backgrounds, interests and views in our community;

Help create an atmosphere of open and responsive government;

Conduct public affairs with integrity, in a fair, honest and open manner;

Respect one another and the unique role and contribution each of us has in making the District a better place to work and live;

Strive to keep the decision-making processes open, accessible, participatory, understandable, timely, just and fair;

Avoid and discourage conduct which is not in the best interests of the District;

Treat all people with whom I come in contact in the way I wish to be treated.

I affirm that I have read and understood the District of North Vancouver Code of Ethics.




Signature _____

Date _____

Name (please print)

Office / Committee

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>June 17 2019</u>
<input type="checkbox"/> Committee of the Whole	Date: _____

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

June 6, 2019

File:

AUTHOR: Anne Rodgers, Communications Coordinator
North Vancouver Recreation & Culture Commission

SUBJECT: NORTH VANCOUVER RECREATION & CULTURE'S 2019 COMMUNITY
STORY CAMPAIGN

SUMMARY:

North Vancouver Recreation & Culture (NVRC)'s *Community Story: Together we're changing lives* is a messaging campaign that tells the stories of NVRC customers, staff and volunteers and how their lives have been impacted through participating in NVRC services.

NVRC's Strategic Plan (in renewal and appended as Attachment A) highlight's the direction to "Enhance understanding of the scope and impacts of our services".

The project is part of a storytelling campaign focused on the NVRC's contribution to the physical, mental, social and emotional well-being of individual residents, families and the communities of North Vancouver.

The goals of the campaign are to:

- Enhance the community's understanding of NVRC's broad role and impact on community health;
- Illustrate the variety of programs and services and the diverse people who participate; and
- Inspire increased participation in recreation and culture.

The key messages of the campaign are:

- Together (NVRC & residents), we are changing lives and improving health and social outcomes;
- All residents are welcome to participate in NVRC services;
- Social connections are created through NVRC programs and services; and

SUBJECT: NORTH VANCOUVER RECREATION & CULTURE'S 2019 COMMUNITY STORY CAMPAIGN

June 6, 2019

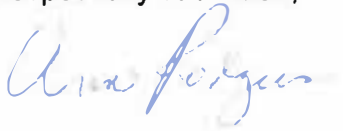
Page 2

- NVRC builds healthy individuals, families and communities.

A brief staff presentation (Attachments B and C) will be made at the June 17, 2019 Regular Council Meeting.

The campaign will be promoted through NVRC's website at nvrc.ca, a downloadable PDF publication, social media and email marketing.

Respectfully submitted,



Anne Rodgers
Communications Coordinator

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"/> Recreation Com. _____
<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 _____	

North Vancouver Recreation & Culture Commission

2014-2018 Strategic Plan

This plan does not list all that the North Vancouver Recreation & Culture Commission should continue to do, but focusses instead on what needs to change over the next five years to move us forward.

MANDATE

The North Vancouver Recreation & Culture Commission is an entity of the City and District of North Vancouver; created to fulfill the municipalities' responsibilities for recreation and culture. These responsibilities include the provision of quality recreation and culture experiences, operation of community recreation facilities, capacity building of relevant recreation and culture organizations, management of the public art programs and oversight of the community arts grants.

VISION

Recreation and Culture are vital to North Vancouver becoming the most vibrant, diverse, active, creative and connected community.

MISSION

The North Vancouver Recreation & Culture Commission improves the health and well-being of all North Vancouver individuals, families and communities and inspires residents through quality recreation and culture opportunities.

Recognizing that we are integral to the health and wellness solution, the North Vancouver Recreation & Culture Commission will work with other service providers to proactively and intentionally respond to indoor and outdoor recreation and culture needs, with a focus on those who would benefit most, including youth, those who are under-served, and those with barriers to accessing quality recreation and culture opportunities.

Public Recreation includes...

... all those activities in which an individual chooses to participate in their leisure time, and is not confined solely to sports or physical recreation programs, but includes artistic, creative, cultural, social and intellectual activities, and ... is a fundamental human need for individuals of all ages and interests and for both sexes and is essential to the psychological, social and physical wellbeing of each Canadian;

(Also,) ...recreation is an essential social service in the same way that health and education are considered as social services, and that recreation's purpose should be (a) to assist individual and community development, and (b) to improve the quality of life, and (c) to enhance social functioning.

Source: Adapted from the National Recreation Statement which was endorsed by all provincial, territorial and federal governments

VALUES

These values act as a moral compass; providing a lens through which all decisions are evaluated.

- We are **inclusive**
- We are **innovative, creative and bold**
- We strive for the **highest standards** of service and **stewardship of resources**
- We act with **integrity**, ensuring open, respectful relationships and supportive environments

STRATEGIC DIRECTIONS

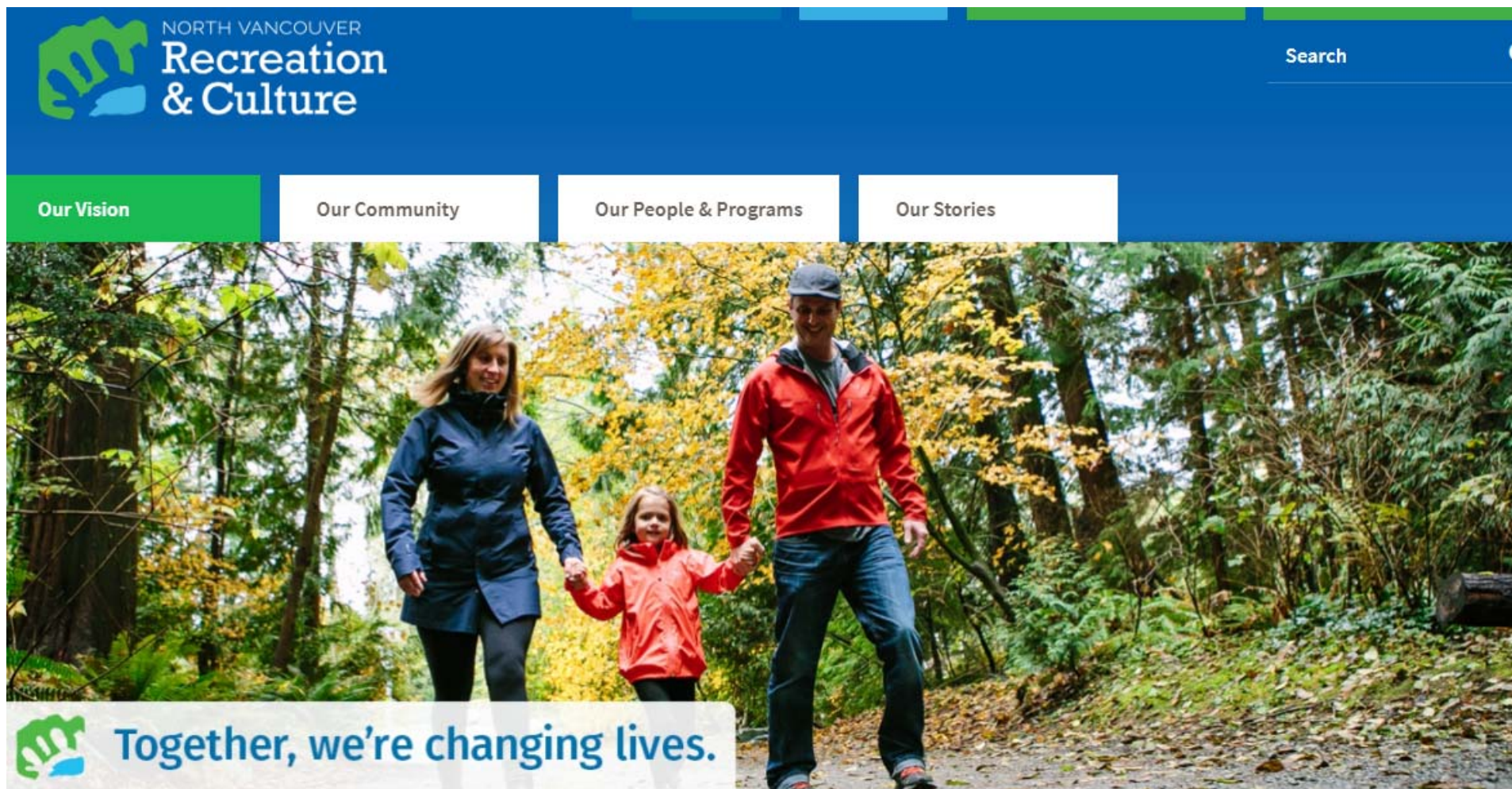
These strategic directions provide focus and direction for improvements to what we do.

- A. **Optimize human, fiscal and physical resources and systems:** We will commit public resources in an efficient, responsible and sustainable manner that maximizes benefits to the communities we serve.
- B. **Proactively respond to recreation and culture needs:** We will understand and respond to citizen needs for public recreation and cultural services by being proactive, flexible and intentional and also ensure that we target the under-served.
- C. **Extend our effectiveness through collaboration:** We will build and utilize our ability to collaborate in order to maximize the reach and benefit of the public recreation and cultural services.
- D. **Enhance understanding of the scope and impacts of our services:** We will communicate and promote the true value of our services as a social service.

GOALS

These goals represent the ways we will respond to the strategic directions and the strongest Strategic Direction linkage, recognizing that most goals relate to more than one Direction. Achieving them measures our success in implementing this plan and moving forward over the next five years.

Strategic Direction	Goal
Optimize Human, Fiscal and Physical Resources and Systems	Strategically align fiscal resources & administrative systems
	Revitalize facilities
	Enhance human resources & volunteerism
	Plan for staff succession
Proactively Respond to Recreation and Culture Needs	Integrate recreation and culture services and structures
	Target needs; especially the inactive and under-served
	Encourage and enable healthy living and sustainable choices
	Extend and enhance our service reach
	Connect people to nature
Extend our Effectiveness through Collaboration	Enhance and embrace our capacity to collaborate
	Build broader networks of collaboration
Enhance Understanding of the scope and Impacts of our Services	Create awareness of public good and breadth of services
	Affirm North Vancouver Recreation & Culture as integral in municipal planning & decision-making



Recreation and culture are vital to North Vancouver becoming the most vibrant, diverse, active, creative and connected community.

Living Our Vision

This is our NVRC story... told through the voices of our participants, volunteers and staff.

It is the story of how we help residents reach their personal goals, pursue their passion and live a healthier, more inspired and connected life.

It is a story about our community and how together, we're changing lives.

Improving Health & Wellness



The Transformation of Stuart Cameron *Better health, better fitness, better life!*

When Stuart Cameron retired at the age of 60 he was 300 pounds and dodging his doctor who wanted to put him on medication for high blood pressure and cholesterol. As he ran out of breath walking a block to the bus, Stuart knew he needed to take action. Sixteen months and almost 150 pounds lighter, he's training for a triathlon and feeling better than ever.

[Read the full story.](#)

Inspiring Creativity



Wiley Ho's Journey of Self-discovery *How learning pottery has opened up her world*

"Right now I'm a little bit obsessed with clay. I've been playing with clay at the Delbrook pottery studio for a number of months, taking beginner classes and working on my pieces. The pottery studio manager welcomes everybody, beginners and experts alike, and we get to play with clay and make cool things. I think creativity is very natural for all of us. For me, art is about self discovery that happens when you do something new or difficult. At the end of it you you feel a sense of accomplishment and you've made something. "

[Read the full story.](#)



[Our Vision](#)

[Our Community](#)

[Our People & Programs](#)

[Our Stories](#)



Our Community

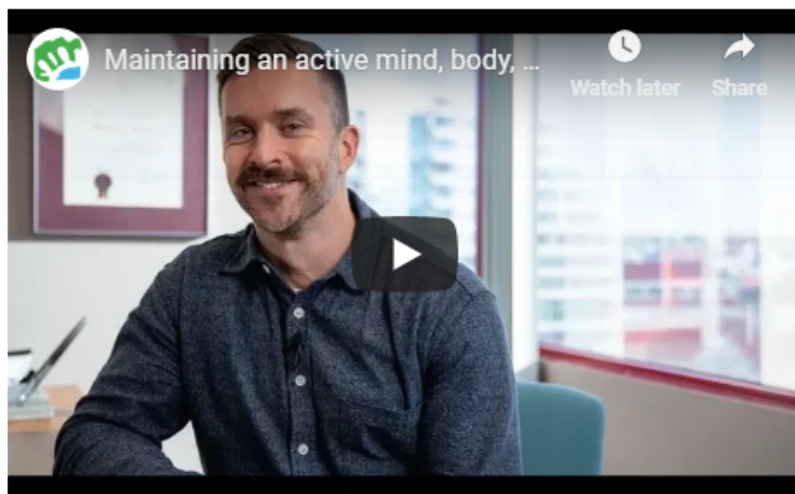
North Vancouver is one of the healthiest communities in Canada. And yet, many residents struggle with health issues, social isolation and financial disparity.

At NVRC, we challenge ourselves every day to deliver affordable, quality recreation and culture programs to address these issues and improve our community's health and well-being.

We don't do it alone.

We work with our residents, partners and networks to provide inclusive spaces, programs, services and events that welcome everyone and result in positive social and health outcomes.

Working Together



Maintaining an active mind, body, and spirit *Dr. Mark Lysyshyn offers insight for a healthy community*

As the Medical Health Officer for the North Shore, Dr. Mark Lysyshyn believes that many residents are spending too much time tuned into screens and not enough time connecting with each other and the nature that surrounds us.

There are many options for being active on the North Shore, trails for hiking and biking, urban pathways for walking and talking. Mark believes the NVRC also plays a big role in facilitating stronger community connections and improved population health by offering programs and services that are accessible to everyone.

[Read the full story.](#)

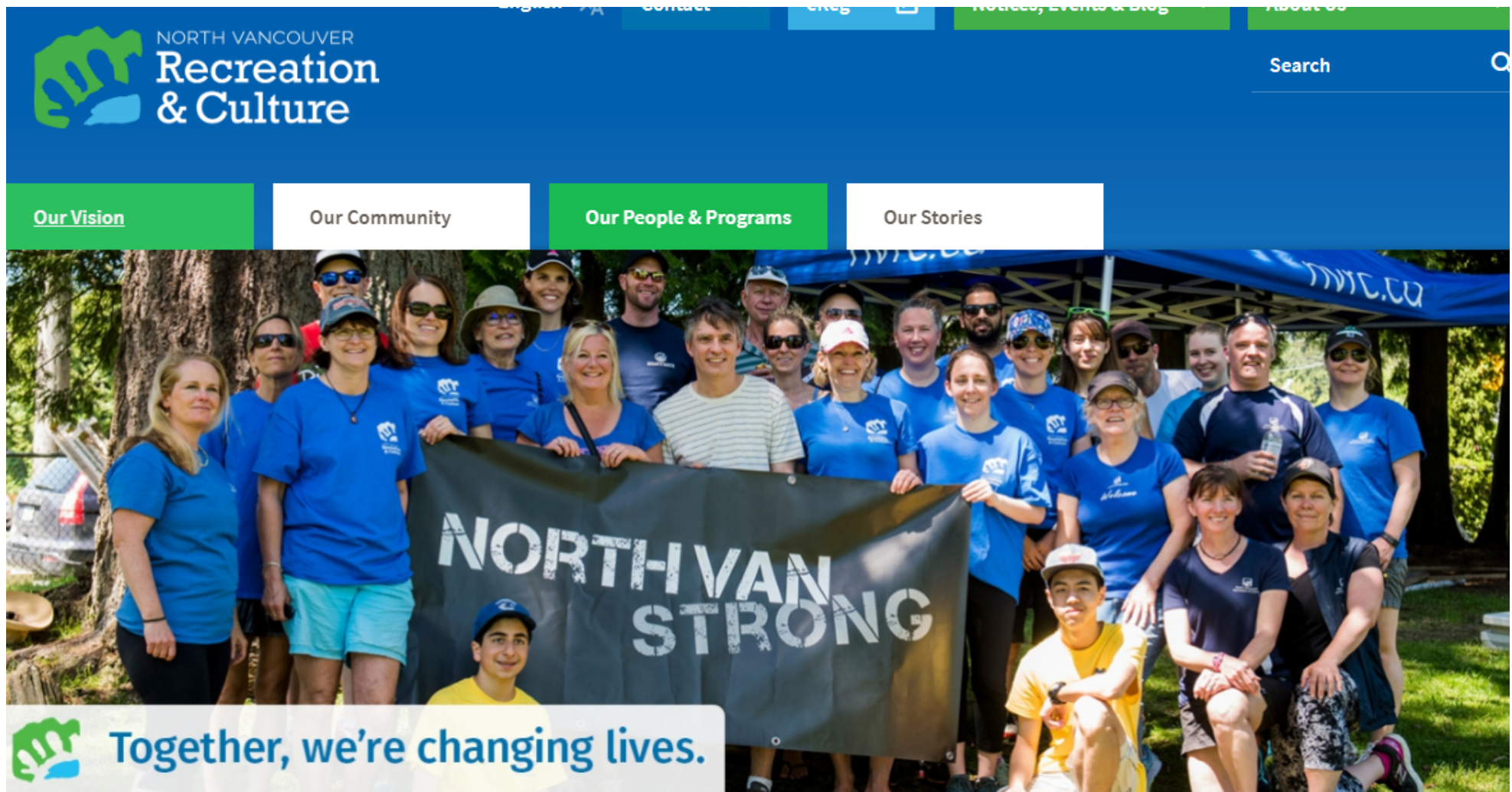
Raising Resilient Kids



Community Leader Alix Dunham *On a mission to empower kids and help them build their confidence*

When Alix Dunham became aware of the growing rates of anxiety and depression among youth in our community, she knew something needed to be done. Motivated by other parents and concerns for her own children, Alix developed Girls with Grit, a program aimed at building brain health and soul resilience in young girls.

Since it began in 2016, Girls with Grit has helped almost 1,000 girls grow and build resilience through programs offered at NVRC, in schools and privately in the community



Our People

NVRC staff are passionate about their work and inspired to make a difference in our community. Many grew up with NVRC and have great memories of learning new skills, meeting new people and having fun.

Today, with over 900 staff and instructors and over 150 volunteers, NVRC's team works together to provide positive learning, playing and connecting experiences at our facilities and in all our recreation and culture programs.

Inspiring Creativity



For the Love of Art

Andrea's story

Andrea Bruhns is passionate about the power of the arts to nurture self-awareness and personal healing. Whether it is drawing, painting, photography, pottery, quilting or woodworking, Andrea believes all art forms provide a “playground for creativity”. Andrea teaches art exploration and mixed media to all age groups. She loves helping her students “let go” of their fear of judgement and discover their own voice and creative freedom.

[Read the full story.](#)

Making a Difference



Inspired to Help Others

Judy's Story

Judy Bjornson means it when she says “I have a passion to help people have a better life.” For over a decade she has been an aquatic instructor and rehab specialist at NVRC, pouring her passion into helping people with arthritis, multiple sclerosis, Parkinson’s disease, and previous stroke and neuromuscular disorders live the best lives they can. She is inspired by how participants lives have been transformed .

[Read the full story.](#)



Our Vision

Our Community

Our People & Programs

Our Stories



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Our Community Story 2019

DRAFT



Our Vision



Recreation and arts are vital to North Vancouver becoming the most vibrant, diverse, active, creative and connected community.

We are on a mission to help individuals, families and communities lead healthy, inspired and connected lives through recreation and culture.

We do this by ensuring our programs and services are focused on improving health and wellness, inspiring creativity, connecting our community and creating inclusion.

Living our Vision. This is our story ... told through the voices of our participants, staff and volunteers.

It is the story of how together we help community members discover new interests, pursue their passions and realize their personal health and creativity goals.

Read on to see how **Together, we're changing lives.**



Contents

Our Vision	1
Stuart's Story	3
Arta's Story	
A lifetime of participation	4
Our Community	5
Mark's Story	6
Gail's Story	
Our Partners	7
Ali's Story	
Our Partners	8
Our Network	
Building Physical Literacy	9
Helen's Story	10
Our People & Programs	
Jordan's Story	11
Karen's Story	12
Our Volunteers	
Carolyne's Story	13
Our Programs	14 & 15
Andrea's Story	16
Peter & Hege's Story	17
Alix's Story	18
Our Services	
Diane & Janice's Story	19
Our Events	20
Our Facilities	21
Ali's Story	22
Aaron's Story	23
Our Participation	24
Our Future	25
Our Stories	26
11 Ways to Connect with Us	27

Stuart's Story



Building a healthier life

When Stuart Cameron retired at the age of 60 he was 300 pounds. When he ran out of breath walking a block to the bus, Stuart knew he needed to take action.

Stuart committed to doing something active every day and eat better, so he joined a weight loss group, started playing pickle ball and then added swimming and working out in the fitness centre.

Sixteen months and almost 150 pounds lighter, he's training for a triathlon and feeling better than ever.

"Delbrook Community Recreation Centre got me moving and I'll keep going. I feel so much better, stronger," Stuart said. "It's more than just being fit. It's about wellness. I feel content."

Stuart's advice for others is to find something you love and do it. "The key is to move," he said. "Just get started."

Together, we're changing lives.
Read the full story: nvrc.ca/stuart



A lifetime of participation

We are the community's partner for health, wellness and creativity through every stage of life. From prenatal fitness to painting for seniors, our aim is to ensure everyone in the community has access to quality recreation and culture opportunities.

For young children, we provide opportunities to grow, learn, move and create, first with their families and then on their own.

Once they enter school, we teach and encourage our kids to improve their physical literacy and arts appreciation through many learn-to and play programs.

Our teens are welcome in our youth centres and youth programs to connect with others and have support as they navigate their way to young adulthood.

For adults and families, we offer a wide range of programs, services and events to support their health and wellness and their creativity and connect them with their community.

And for older adults, we, together with our service partners North Shore Neighbourhood House and Parkgate Community Services Society deliver programs and activities to support their active aging, arts and culture interests and social connections.

Arta's Story

Encouraged to learn & lead

When Arta was younger, she was scared of the water and ice but with the help of NVRC instructors, she overcame her fears and learned to swim and skate.

Now at 12 years old she loves sports, “adores” swimming and can’t wait to train to become a lifeguard.

Drawing inspiration from her mother and NVRC staff, she understands it takes a positive mindset, hard work and perseverance to achieve her goals.

An excellent student, Arta also values community and giving back. Last summer she raised money for Lions Gate Hospital’s capital campaign.

Arta is an inspiration to all those around her, including NVRC staff who are proud to be part of her journey.

Together, we’re changing lives.
Read the full story: nvrc.ca/arta

COMMUNITY STORIES 2019



Our Community



North Vancouver is one of the healthiest communities in Canada.

And yet, many residents struggle with health issues, social isolation and financial disparity.

At NVRC, we challenge ourselves every day to deliver affordable, quality recreation and culture programs to address these issues and improve our community's health and well-being.

We don't do it alone. We work with our residents, partners and networks to provide inclusive spaces, programs, services and events that welcome everyone and result in positive social and health outcomes.

Mark's Story



Insights into a healthy community

As Vancouver Coastal Health's Medical Health Officer for the North Shore, Dr. Mark Lysyshyn believes that many residents are spending too much time tuned into screens and not enough time connecting with each other and the nature that surrounds us.

"Everyone would benefit by getting out there and being active with people they enjoy and connect with."

He knows that this supports good mental and physical health and contributes to healthier communities.

There are many options for being active on the North Shore, including trails for hiking and biking, urban pathways for walking and talking.

Dr. Lysyshyn believes North Vancouver Recreation & Culture also plays a big role in facilitating stronger community connections and improved population health by offering programs and services that are accessible to everyone.

Together, we're changing lives.
Read the full story: nvrc.ca/mark



Gail's Story

A passion for mind & body health

Meet Gail Roxburgh, a local leader and educator on brain health who is making a difference on the North Shore. At 77 years young, she is a busy fitness instructor with both North Vancouver Recreation & Culture and North Shore Neighbourhood House and a tireless advocate for active aging and brain fitness.

When her close friend developed dementia, Gail went out and learned everything she could about Alzheimer's and dementia and the role exercise and activities play in helping to preserve and sharpen mental function.

Her journey led to her becoming a certified Cognitive Fitness Facilitator and then go on to develop and lead special classes for brain health and exercise at a number of community centres across the North Shore including Mind & Body Fitness for North Shore Neighbourhood House at John Braithwaite Community Centre.

Together, we're changing lives.
Read the full story: nvrc.ca/gail

Our Partners

The NVRC is proud to work with North Shore Neighbourhood House (NSNH) and Parkgate Community Services Society (PCSS) to create a healthy, caring and connected community.

Together, we are stronger and better able to provide a wide range of social, recreation and culture programs and services at John Braithwaite Community Centre (NSNH) and Parkgate Community Centre (PCSS).

Serving the North Shore community since 1939, North Shore Neighbourhood House (NSNH) is celebrating its 80th anniversary in 2019.

NSNH believes that working together to meet the grassroots needs of our neighbours, especially our most vulnerable residents, is essential to building a safe, healthy and strong community.

The House values and promotes cooperation, respect and empowerment through the provision of programs and services designed to meet the needs of individuals and the community as a whole. Visit nsnh.bc.ca for more information.





Ali's Story

Growing up at Parkgate

With more than 15 years' experience as a participant and volunteer at Parkgate, 21 year-old Ali Vickers has unique insight into the important role a community centre plays in a young person's life. Ali was three years old when she first started in the daycare at Parkgate, from there she transitioned through childcare programs, enjoyed summer day camps and learned new skills through a variety of Parkgate programs and services.

"I remember what it meant to have older kids to play with and take an interest in you," Ali said. "Now I can be that volunteer. I feel like I've come full circle."

The skills she's acquired and volunteer experience she's gained during her time at Parkgate has helped Ali overcome shyness, and provided new experiences and opportunities.

Today, this dedicated and dynamic university student remains an active Parkgate volunteer and fitness enthusiast who credits her confidence and future career as a speech pathologist to her time spent "growing-up" at Parkgate Community Centre.

Together, we're changing lives.
Read the full story: nvrc.ca/ali-v

COMMUNITY STORIES 2019

Celebrating 20 Years

In 2019 we are celebrating the 20th anniversary of Parkgate Community Centre.

Parkgate Community Services Society (PCSS) is a registered charity that has been serving the community since 1983.

PCSS currently provides a broad range of child, youth, family and seniors programs and services out of Parkgate Community Centre, the Seymour Youth Centre, and other community locations.

Visit myparkgate.com for more information.



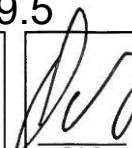
PARKGATE
COMMUNITY SERVICES SOCIETY



More to come

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: <u>June 17, 2019</u>
<input type="checkbox"/> Other:	Date: _____

		9.5 
Dept. Manager	GM/ Director	CAO

The District of North Vancouver REPORT TO COUNCIL

May 29, 2019

File:

AUTHOR: David Stuart, Chief Administrative Officer

SUBJECT: Anchorage in Deep Cove

RECOMMENDATION:

That Council provide direction to staff as to whether or not discussions with the Port and the public should proceed with respect to a possible Designated Anchorage Area in Deep Cove.

REASON FOR REPORT:

The report is in response to requests from certain Councillors and residents that the District take action to resolve live-aboards and derelict vessels in Deep Cove.

EXISTING POLICY:

Management and control of activity in a marine environment such as Deep Cove is primarily a federal responsibility, although there is at least one instance where the courts have ruled that adjoining municipalities may assert some regulatory control providing they are not in contravention of federal legislation. The federal agencies that may become involved, depending on the circumstances, include the Vancouver Fraser Port Authority, Fisheries, Environment Canada, the Coast Guard and/or the RCMP. The legislation most often relied on includes the Canadian Environmental Protection Act, the Port Authorities Operations Regulations, the Canadian Environmental Assessment Act 2012, the Canada Marine Act, the Navigable Waters Protection Act and the Fisheries Act. Recent changes provide some improvements to federal agencies' authority to levy fees and charges associated with the seizure and disposal of derelict vessels but do not provide a comprehensive solution.

According to the Port of Vancouver, it is unconstitutional for them to prohibit anchorage if the anchorage can occur in a safe manner and it is not within shipping lanes. The Port may grant a water lease to a municipality to allow the municipality to better control anchorage within a marine area but the municipality may not prohibit it, except to the extent that the municipality prohibits motorized vessels from entering designated swimming areas adjacent to beaches or designates specific anchorage areas.

ANALYSIS:

Why Control Anchored Boats?

Concerns about anchored vessels have been voiced for decades. The primary concerns have focused on long term anchorage, live-aboards and derelict boats, although some of the issues equally apply to short term anchorage in certain circumstances.

They include:

- Environmental impacts from spills and waste from the boats;
- The potential for boats to break free from anchorage and either beach or damage other vessels and infrastructure, such as docks;
- The costs associated with seizing and disposing of derelict and abandoned boats (tens of thousands of dollars depending on the size of the boat);
- Recreational impacts, as space in a cove or inlet is compromised by increasing numbers of anchored boats (particularly in the summer months); and
- Objections from waterfront residents about the aesthetics of boats in an unmanaged anchorage area (there are often economic reasons for owners to take advantage of long-term anchorage which is evident by the value, appearance or lack of maintenance).

Municipalities such as the City of Vancouver and the City of Port Moody have entered into arrangements where they have taken responsibility for anchorage in False Creek and the Burrard Inlet, which has displaced vessels looking for long term anchorage to other locations in and around the Burrard Inlet. It is not possible to ascertain if the boats in Deep Cove have been relocated from either of those locations.

The Port's Designated Anchorage Area Initiative

In response to concerns expressed by the City of Port Moody, the Port proposed that Designated Anchorage Areas be created in Port Moody, Belcarra and Deep Cove. The DAA involves the Port entering into a Licence Agreement with the municipality to create a water lot in which the municipality assumes responsibility for the management and control of anchored boats. The reason for a DAA being proposed for all three municipalities, is in recognition of the fact that boats not wishing to anchor in the DAA in one area, would simply move to a neighbouring area.

In the case of Port Moody, the DAA is in an area of relatively shallow water that provides anchorage for up to 20 vessels for up to 3 weeks within a 40 day period. Boats anchored within the DAA must register with Port Moody and pay a nominal fee (\$12 per night). As Port Moody does not own a vessel, enforcement is left to land based observation and/or making arrangements with private vessels and/or other agencies (such as police or fire vessels) to make contact and/or arrange inspections. Management of anchorage outside the DAA remains a federal responsibility.

Port Moody elected to install only Cardinal Buoys to mark the area and did not install Moorage Buoys, which are more common in organized designated anchorages and allow for safer, longer-term stays. In Port Moody's case, the Port assumed the majority of the start-up costs and Port Moody assumed responsibility for some of the start-up costs and all of the ongoing operating costs. Ongoing operating costs for the municipality were assumed to exceed the annual revenue that would and in fact, has been generated.

The Proposed Deep Cove Designated Anchorage Area

A DAA in Deep Cove has a number of challenges not present in Port Moody, including:

- Except for areas closer to the shoreline, the depth in the Cove is generally not conducive to anchorage;
- The area in the cove is smaller and there is significant non-motorized activity, which poses more potential for conflict and compromises to safety;
- There is no waste pump-out facilities available to the public in Deep Cove; and
- The general preference expressed by residents tends to be to outright opposition to any long term anchorage.

While these challenges can be resolved by using Moorage Buoys (see attached map), limiting the number of vessels allowed (i.e. 4-6) and providing a pump-out facility at the public dock, it is not clear without further consultation as to whether or not there is public support for limited time anchorage (i.e. 48 hours max.). The use of Moorage Buoys and installing a pump-out facility would increase both the initial costs and the ongoing operating costs. Enforcement would require some arrangement with a partner in the Cove to utilize a small boat for inspections and enforcement. Administration and enforcement costs would likely outstrip revenue, especially if the District found itself in the position of having to dispose of derelict or abandoned boats.

In general terms, before any proposed approach is discussed with the public, Council must decide whether or not the risk proposed by the current situation warrants the District assuming the responsibility, liability and costs associated with assuming what is essentially a federal matter.

TIMING/APPROVAL PROCESS:

Assuming that Council wishes to proceed, public consultation could occur before the end of May and an agreement with the Port, based on the Port Moody arrangement, could be negotiated concurrently so as to put some form of DAA in place by July. Installation of Moorage Buoys could take place this summer. Installation of a marine waste system would not likely be ready for this season.

CONCURRENCE:

Internal discussions will have to occur as to whether Bylaws or Parks would be responsible for administration and enforcement.

FINANCIAL IMPACTS:

Finalization of the DAA, negotiations with the Port and further internal discussions are necessary before accurate estimates can be provided. Start-up costs could easily run up to \$100,000 including initial enforcement, signage, communications and Buoys. The cost for installing and maintaining a marine waste collection system in this location is not known at this time and would require analysis and design to hook a system uphill from the dock into the District's sanitary system. A fee could be charged for accessing the system to recover costs.

LIABILITY/RISK:

The District has little or no liability or risk for enforcement and removal of derelict boats under the current circumstances but would assume both if a DAA agreement was entered into. It is unlikely that the District could recover from the owners the \$10,000-\$30,000 cost of derelict boat disposal.

ENVIRONMENTAL IMPACT:

Creating a DAA and managing it may reduce the risk of spills and waste in the Cove, although this risk is not substantial at this time, unless one of the boats sinks for some reason.

PUBLIC INPUT:

The MP for the area held an open house in January 2018 attended by members of the Deep Cove community, a number of the boaters anchored in the Cove and various federal agency representatives. No public input has been sought on a possible DAA at this time. Some discussions have been held with the Mayor and CAO of Belcarra as they would likely enact an arrangement similar to whatever the District may put in place.

OPTIONS:

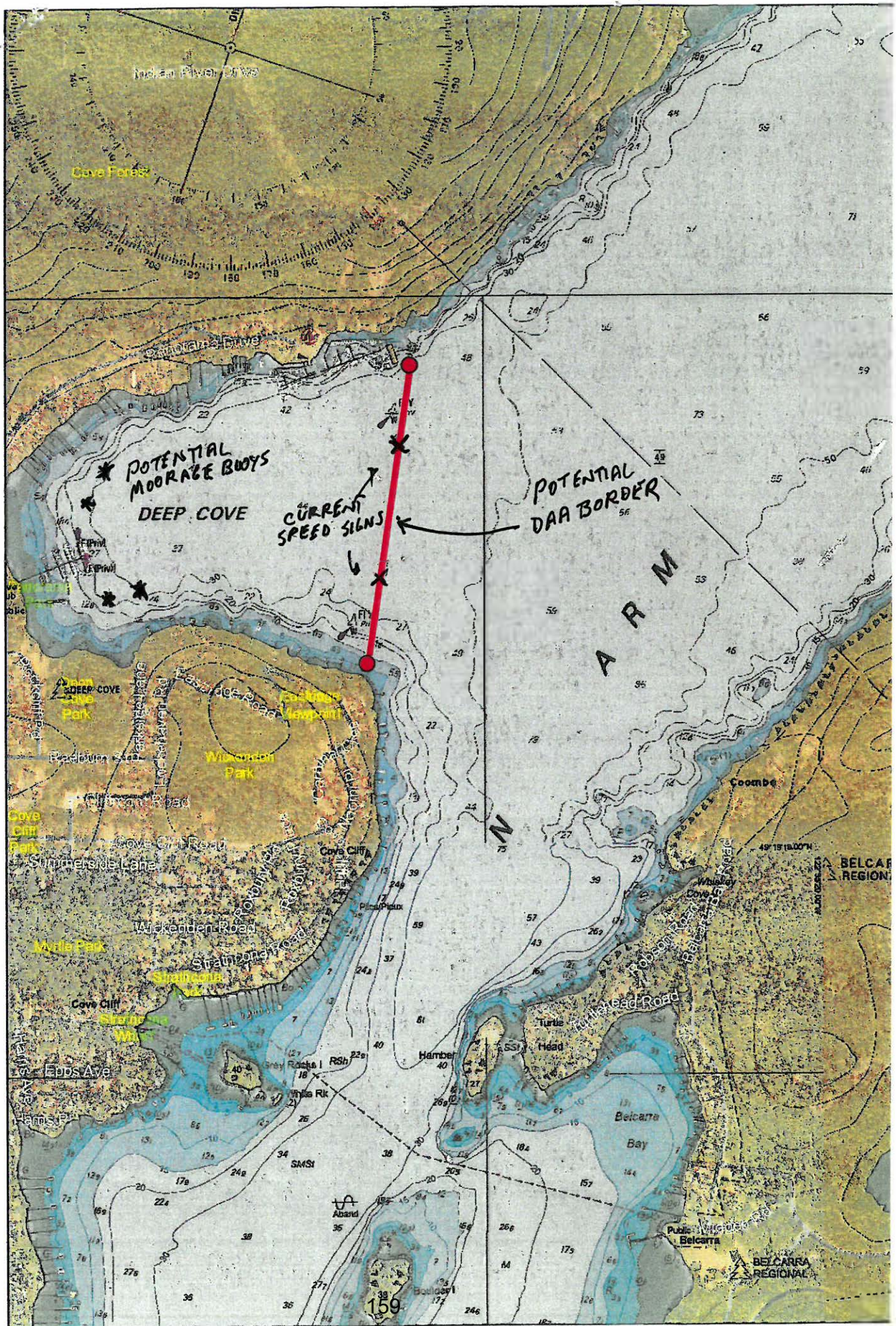
Council may:

- 1. Take no further action at this time;
- 2. Direct staff to engage in discussions with the Port and the public on a possible DAA in Deep Cove; or
- 3. Identify some variation on the elements identified in this report to consider.

Respectfully submitted,

David Stuart
Chief Administrative Officer

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





COUNCIL AGENDA/INFORMATION			
<input type="checkbox"/> In Camera	Date:	Item #	
<input checked="" type="checkbox"/> Regular	Date: <u>June 17, 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

June 06, 2019

File: 13.6780/Infrastructure General/File

AUTHOR: Guy Exley - Community Forester
Richard Boase - Section Manager - Environmental Sustainability (Operations)

SUBJECT: Wildland - Urban Interface Fire Risk Management

RECOMMENDATION:

THAT Council support fuel treatment in the remaining high risk interface area at Carmaria Court and Braemar/Dempsey (Attachment 1) and the application for grant funding through the *UBCM 2019 Community Resiliency Investment (CRI) Program: FireSmart Community Funding & Supports* (Attachment 2) awarded a \$100,000 funding contribution (Attachment 3) be approved;

AND THAT the District of North Vancouver commit to its share (\$260,000) of the project cost of \$360,000 to be funded through reallocation from the general risk management provision in the 2019 to 2023 Approved Financial Plan.

REASON FOR REPORT:

To update Council on the implementation status of the 2007 District of North Vancouver (DNV) Community Wildfire Protection Plan (CWPP) and plans being developed in 2019 (Attachment 4), and to seek a Council resolution in support of the 2019 Fuel Treatment.

BACKGROUND:

The 2007 CWPP was prepared by BA Blackwell & Associates. The plan contains an assessment of fuel types and assets exposed to wildfire hazard across the District, and a set of recommendations aimed at reducing wildfire risk to people, infrastructure and the environment, with the focus on areas along the wildland-urban interface (WUI) zone. The Wildfire Risk Management System (WRMS) was used to identify areas of high hazard fuels associated with values at risk within the District. Approximately 70 hectares (ha) of high hazard fuel type was identified.

The CWPP is now more than a decade old and does not meet the current requirements of the Provincial CWPP Template or meet current spatial data and wildfire threat assessment worksheet standards. In the interim years the District population has also increased by

approximately 4.2% (2016 Census) and both land values, development and outdoor activities have all increased significantly. As supported by the Strategic Wildfire Prevention Initiative (SWPI) and funded by UBCM, a project to update the current CWPP is now underway.

The District Climate Change Adaptation Strategy adopted by Council on July 24 2017 indicates that wildfire risk is the hazard of greatest concern, as our summers become warmer, drier and longer. Several must-do actions have been identified to become more resilient to wildfire, including to proactively manage all forested areas to increase resilience by improving health & structure, continue the fuel (vegetation) management, to develop a post-wildfire forest restoration plan, and provision for a water strategy under drought conditions. To address these action items, two additional projects are also underway to provide a Post Fire Rehabilitation Plan and a Forest Resilience Plan, deliverable as part of the CWPP update project.

In addition, the April 2018 report to the Premier of British Columbia titled *Addressing the New Normal: 21st Century Disaster Management in British Columbia*, Co-Chaired by Chief Chapman and Mr. Abbott, examined the unprecedented 2017 flood and wildfire season and provides 108 recommendations, broadly captured under the four pillars of emergency management: Partnerships and participation; Knowledge and tools; Communication and awareness; Investment.

One of the key findings of the report is the need to make investment in advance planning of a disaster is vital in an era of climate change and extreme weather events, and the Closing Thoughts section states *"The experience of 2017 demonstrated the consequences of ignoring the growing gap between spending in the areas of response versus planning/preparedness and prevention/mitigation. If we are to limit the vulnerability of our homes, our properties and our communities to such extreme weather events and the new normal, the time to reinvest is now."*

The CWPP update together with the Post Fire Rehabilitation and Forest Resilience Plans are consistent with this messaging and will provide the future framework to continue to build on community wildfire resiliency.

Please see Attachment 4 for an overview of the progress of implementing the recommendations in the current CWPP 2007 and other work currently underway.

Timing/Approval Process:

The CWPP update together with the forest resilience and post-fire rehabilitation plans are scheduled to be completed by August, 2019.

An application (Attachment 2) for grant funding to the *UBCM FireSmart Community Funding & Supports Program* for the fuel treatment of Carmaria Court and Braemar/Dempsey was submitted in December of 2018, with the understanding that a Council resolution, supporting the application may be provided at a later date.

The UBCM funded 2019 Fuel Treatment Project to treat the remaining 15.4 ha of high risk interface area, Carmaria Crt & Braemar/Dempsey, to be completed by March 2020.

Concurrence:

The following DNV departments and external stakeholders have reviewed and concur with the report; DNV Parks, Fire & Rescue Services, Planning, Permits & Bylaws, Finance, North Shore Emergency Management.

Financial Impacts:

The total cost to complete the remaining 15.4 ha of high risk fuel type, at Carmaria Court and Braemar/ Dempsey, is estimated at \$360,000. A UBCM Community Resiliency grant will fund \$100,000 of the costs and remaining funds (\$260,000) will be reallocated from a risk management provision (\$3 million) included in the financial plan.

The cost per hectare of fuel treatment for this project is estimated at \$23.4k, which is in line with the previous completed fuel treatment projects.

Liability/Risk:

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

Communication and Education:

Wildfire hazard maps and the Wildfire Protection DPA maps are available on GeoWeb in the Hazards application, along with public access to the CWPP and FireSmart educational information via the DNV website at <http://www.dnv.org/programs-services/community-wildfire-protection-plan>

For the ongoing operational fuel treatment program, community mail outs and information meetings are held prior to works and social media messaging used during and after works. Large temporary public information signs describing the fuel treatment works are placed at strategic access/egress points before the start of each treatment. Contact information is also detailed for further questions or information.

March 2019, two Fire Department staff have successfully trained to be certified FireSmart Canada Representatives.

April 30 and May 02, 2019 a successful training event called Operation Dry Lightening 3, a NSEM interagency wildfire readiness event held in both the District of North Vancouver and West Vancouver.

Communications, Fire and Environment department have collaboratively developed a FireSmart door hanger & rack card, and an interactive web based tool. The rack card has already been dropped to 400 residents as part of the recent NSEM Dry Lightening 3 evacuation exercise.

The Fire Department organised a FireSmart Day May 04, 2019, a public outreach event held at the Parkgate Community Centre.

May 14, 2019 Inter-City Tree Bylaw Group Meeting held at Lynn Canyon Restaurant, a presentation made of the Districts' implementation of the CWPP, fuel treatment program and administering the Wildfire DPA.

May 29, 2019 WUI Community Fire Risk & Response Information Session held at Heritage Woods Secondary School, Port Moody organised by the Port Moody Fire & Rescue, guest speaker presentation made of the Districts' implementation of the CWPP and fuel treatment program. Other guest speakers included Gord Parker - Wildfire BC Technologist; Rod Tulett and Marcel Labreche - Metro Vancouver.

Social Policy Implications:

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

Environmental Impact:

Operational fuel treatment projects demonstrate the ecosystem restoration benefits and wildfire risk reduction in the District's forests. Both the post fire rehabilitation and forest resilience plans will pay long-term dividends, and reduce the possibility of environmental and hazard impacts associated with wildfire. The rehabilitation plan will ensure processes are in-place for implementing immediate slope stability and erosion measures, and followed by comprehensive forest restoration planting after a significant wildfire event. The forest resilience plan will provide the management framework for creating healthier and diverse forest mosaics that are naturally more resilient to wildfire.

Conclusion:

The DNV wildfire protection program has been very successful to date and results have been accomplished through collaboration, creativity, leveraging of external funding opportunities and community support. The DNV has a demonstrated capacity to continue to build resilience in our forests that protect people, infrastructure, environmental and recreational assets from wildfire hazard. We continue to provide a regional leadership role in the assessment, mitigation and preparation of wildland-urban interface wildfire response planning.

Respectfully submitted,



Guy Exley - Community Forester

Richard Boase – Section Manager - Environmental Sustainability (Operations)

Attachments:

- 1. Fuel Management Prescriptions: Braemar/Dempsey and Carmaria Court.
- 2. Application and Worksheets 1 & 2: 2019 Community Resiliency Investment Program FireSmart Community Funding & Supports
- 3. UBCM: March 11, 2019 Approval Agreement & Terms of Conditions of Funding Letter
- 4. CWPP 2007 Wildland Urban Interface (WUI) Fire Risk Management Update

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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Fuel Management Prescription Braemar & Dempsey, District of North Vancouver



Prepared by: Ben Andrew, RPF 270-18 Gostick Place, North Vancouver BC, V7M 3G3 Ph: 604-986-8346 Email: b_andrew@bablackwell.com		Deliver or Mail to: Fuels Management Specialist: Derek Lefler RPF District Forester: Mark Brown RPF
Location: North of Braemar and Dempsey Roads, District of North Vancouver, BC	These units are located on District (Crown Municipal) lands off Braemar and Dempsey Roads, adjacent to residential private properties.	
Comments: This prescription may only be implemented after receipt of : <ul style="list-style-type: none">• Streamside DPA Permits from the DNV• External block boundaries adjacent to private land flagged by DNV surveyors;		
No Treatment areas as shown on the maps must be ribboned prior to treatment		

Fuel Management Objectives

The objectives of this prescription are to:

- Enhance the ability of the Wildfire Management Branch, DNV Fire and Rescue Services, and Metro Vancouver Suppression Crews to protect both public and private values at risk;
- Contribute to the provision of landscape scale shaded fuel break along the WUI;
- Demonstrate the principles and practices of vegetation and fuels management to community members and the public;
- Reduce surface fire behaviour potential;
- Reduce the potential for crown fires; and
- Minimize negative impacts to, and where possible enhance, the many values of the treated stand, including recreation, public safety, wildlife habitat, and biodiversity.

Fuel Management Strategies

The fuel management objectives stated above will be achieved using the following strategies:

- Reduce surface fuels to improve suppression crew access to and success at actioning fires in the case of wildfire;
- Maximize retention of dominant and co-dominant canopy trees to maintain a cool, moist, and dark understorey microclimate;
- Thin from below (i.e. smallest trees first) to reduce ladder fuels;
- Retain the healthiest juvenile trees for contribution to the future stand where desirable;
- Reduce surface fuel loading through chipping or removal of debris to reduce the risk, potential behaviour, and intensity of surface fire;
- Minimize the creation of surface fuels by chipping or removing slash created during treatment;
- Retain or plant deciduous tree species and shrubs to reduce fire behaviour and provide wildlife habitat;
- Retain minimum targets of coarse woody debris to contribute to healthy forest ecosystems and biodiversity;
- Protect existing trail networks and ensure post-treatment trail conditions meet or exceed pre-treatment conditions; and
- Engage in community consultation and communication, as appropriate, before and throughout the treatment implementation.

Treatment Longevity

This prescription is expected to achieve the fuel management objectives for approximately 10 years after implementation. After this time it is expected that understorey regeneration may create ladder fuels that are likely to increase the crown fire hazard and overstorey mortality and branch loss will create surface fuel accumulations. Maintenance required at this time may involve understorey thinning and surface fuel disposal.

Fuel Management Prescription—District of North Vancouver – Braemar/Dempsey

TREATMENT UNIT - AREA BREAKDOWN (ha)				
TU	Gross Area	No Treatment	Streamside Management Area	Net Area
A	12.0	0	0	12.0
B	1.0	0	1.0	1.0
TOTAL	13.0	0	1.0	13.0
TREATMENT UNIT - SUMMARY				
TU	Block	Area	Treatment Type	Access
A	Braemar	6.6	HTR, TFB, SFR, PB	See prescription map
A	Dempsey	5.4	HTR, TFB, SFR, PB	See prescription map
B	Braemar	0.2	HTR, PB	See prescription map
B	Dempsey	0.8	HTR, PB	See prescription map

HTR – Hazard tree removal, TFB – Thin from below, SFR – Surface fuel removal, PB – Prune Branches

Field Marking Convention: Treatment area boundary – orange; boundary corners – double orange and single white ribbon with aluminum tag and corner number painted in blue at tree base; Photo plots – double yellow ribbon and pink dot at tree base facing plot centre; No Treatment Zone – blue; Riparian Management Zone – Orange with 'Riparian Management Zone RMZ' printed in black.

CURRENT STAND CONDITION								
Treatment units were delineated based upon treatment specifications based on ecosystem characteristics, fuel types, and stand type. Treatment units may be implemented in conjunction with each other, separately, or in part as funding and work window timing allow. Partial implementation of TUs should be done in discrete blocks that can be completed in the allotted funding and/or time.								
Braemar: Treatment Unit A: TU A is a mature stand of Douglas-fir (<i>Pseudotsuga menziesii</i>), western hemlock (<i>Tsuga heterophylla</i>), and western redcedar (<i>Thuja plicata</i>). The understorey consists of 600 sph of coniferous trees and various herb and shrub species. The stand is in the CWHdm and is site series 01 (Hw-FlatMoss) and 05 (Cw-Sword fern). Dense patches of mostly western hemlock intermediate and suppressed trees create areas of moderate to high ladder fuels and are interspersed by open patches of well spaced mature trees. Height to live crown in the dominant and codominant trees is variable across the TU (10-15 m) and lower branches add to ladder fuels in areas of denser understorey and at the forest edge. TU A is identified as high priority for treatment due to its close proximity to residences, Braemar Road and very high use mountain bike and hiking trails. This TU also has good access for treatment crews along its southern edge where three trail heads enter the forest from the road. The data presented here is a summary of 6 plots.								
LAYER	Definition	Species % Composition by Basal Area (L1) by density (L2-L3)	Stems per hectare	Basal area (m²/ha)	DBHq (cm)	Heightq (m)	Crown Closure (% Cover)	Height to Live Crown (m)
L1 Merch	>17.5cm DBH	Fd63Hw34Cw2Dr1	240	39	57	29	85%	10-15
L1 Submerch	12.5 - 17.5 cm DBH	Hw87Cw13	120	2	16	11		
L2	7.5 - 12.5 cm DBH	Hw100	60					
L3	<7.5 cm DBH, >1.3m height	Hw78Cw22	540					
L4	<1.3m height	-	-					
Dempsey: Treatment Unit A: TU A is a well stocked stand of mature stand of Douglas-fir, western hemlock, and western redcedar. The stand is in the CWHdm and is site series 01 (Hw-FlatMoss) and 05 (Cw-Sword fern). The understorey is denser throughout TU A at approximately 720 sph of western redcedar and western hemlock poles and saplings. Height to live crown can be as low as 1 meter in some areas, low limbs and a dense understorey combine to create ladder fuels into the canopy through much of this TU. TU A is identified as high priority for treatment due to its close proximity to residences, critical infrastructure, Dempsey Road and very high use mountain bike and hiking trails. Access to this TU is difficult in some areas and is via roadside and trail heads. The data presented in the table below is a summary of 5 plots.								
LAYER	Definition	Species Composition by Basal Area (L1) by density (L2-L3)	Stems per hectare	Basal area (m²/ha)	DBHq (cm)	Heightq (m)	Crown Closure (% Cover)	Height to Live Crown (m)
L1 Merch	>17.5cm DBH	Fd70Cw19Hw9Dr2	440	103	71	30	75-85%	5-10
L1 Submerch	12.5 - 17.5 cm DBH	Cw54Hw46	60	1	13	9		
L2	7.5 - 12.5 cm DBH	Hw100	20					
L3	<7.5 cm DBH, >1.3m ht	Cw63Hw37	700					
L4	<1.3m height	-	-					
Braemar and Dempsey Riparian Areas: Treatment Unit B: TU B consists of riparian areas. The unit is stocked with western redcedar, western hemlock and Douglas-fir. As these areas are located adjacent to streams the only treatment in these areas will consist of pruning trees.								
LAYER	Definition	Species Composition by Basal Area (L1) by density (L2-L3)	Stems per hectare	Basal area (m²/ha)	DBHq (cm)	Heightq (m)	Crown Closure (% Cover)	Height to Live Crown (m)
L1 Merch	>17.5cm DBH	Cw60Fd20Hw20Dr10	270				65	1-10
L1 Submerch	12.5 - 17.5 cm DBH	Cw50Hw50	100					
L2	7.5 - 12.5 cm DBH	Hw90Cw10	60					
L3	<7.5 cm DBH, >1.3m ht	Hw80Cw20	550					
L4	<1.3m height	-	-					

TREATMENT SPECIFICATIONS	
Live Thinning – Merchantable Trees (≥17.5cm dbh)	All Units: No falling is prescribed, with the exception of danger trees. A wildlife danger tree assessment according to the appropriate Level of Disturbance (LOD) is required. See Operational Specifications – Wildlife Tree Retention for details.
Live Thinning – Sub – merchantable Trees (<17.5cm dbh)	<p>Thinning Specifications</p> <p>TU A: Thin from below (i.e. remove smallest trees first) up to a maximum diameter at breast height of 17.5 cm and until the target density of 50 sph (L1 submerch) has been achieved. The 50 sph of L1 submerch will be retained for aesthetic and habitat complexity. Cedar and Douglas-fir are preferred over hemlock.</p> <p>Retention Specifications TU A: All deciduous species, western yew (<i>Taxus brevifolia</i>) and any rare or unusual trees must be retained unless they pose a safety concern. Douglas-fir should be prioritized for retention where occurring then western redcedar. Retained trees in all layers and of all species should be free of diseases that could result in imminent mortality. Target density guidelines are categorized by diameter class and species by treatment unit and detailed in the tables and graphs in Appendix A: Diameter Distributions and Post-treatment Stand Targets.</p> <p>No cutting of live deciduous trees or any shrubs should occur. All deciduous tree species, western white pine (<i>Pinus monticola</i>), and western yew should be retained as “ghost trees” and not contribute to target densities.</p> <p>Minimize scarring on retained trees. Retain all stems with flagging according to the ribboning specifications as described in the treatment unit summary, and/or marked metal tags identifying permanent photo plot location.</p> <p>Stumps must be less than 10 cm tall from the ground surface and cut at an angle less than 10 degrees from level.</p>
Pruning	All Units: All retained coniferous trees must be pruned to 3 metres. This is calculated by the minimum distance between surface fuels and the lowest part of a branch (usually the tip). A minimum 40% live crown must be retained on all pruned trees.
Coarse Woody Debris (>12.5 cm diameter)	TU A: Leave a minimum of 100 pieces per hectare and a maximum of 200 pieces per hectare of logs > 12.5 cm in diameter and > 3 m in length (spacing of approximately 4 – 8 m). Retained coarse woody debris (CWD) should be left unbucked whenever possible. Retained coarse fuels should be evenly spaced and not piled or continuous. CWD that is decay class III or greater can be retained on site. CWD in decay Class V does not count towards coarse woody fuel loading.
Fine Fuels (<12cm diameter)	<p>TU A: Post-treatment surface fuels should not exceed the following loadings:</p> <ul style="list-style-type: none"> woody debris 7 – 12.5 cm diameter should not exceed 2.5 kg/m² (25 tonnes/ha) woody debris < 7 cm should not exceed 0.5 kg/m² (5 tonnes/ha)
Debris Disposal –Chipping	TU A: Average chip depth must not exceed 3 cm. No chipping is permitted onto existing trails or into the 5 m zone around creeks. Chips should be directed to areas to minimize negative aesthetic impacts. Where humus soil degradation has occurred, chips may be directed to these areas to help rebuild an organic layer at the discretion of the site supervisor. After chipping, chips should be blown off of high points such as logs and stumps to reduce aesthetic impacts. Where accumulations exceed the maximum depth, the contractor will be required to redistribute this material. Where treatment units abut roads, debris and chips must be hauled away within 20 m of road edges.
Invasive Plant Removal	All Units: Cut and remove all invasive shrub and tree species with woody stems. These include plants such as laurel (<i>Laurus</i> spp.), Scotch broom (<i>Cytisus scoparius</i>), and holly (<i>Ilex</i> spp.) species but not species such as Himalayan blackberry (<i>Rubus discolor</i>).
Community Usage of materials	TU A: Western redcedar with minimum diameter of 10 cm may be left in long lengths and piled at locations adjacent to existing mountain bike trails for use as structure materials. Specific amounts and locations for material to be stored will be determined during treatment implementation and will be communicated to the contractor at this time.

OPERATIONAL SPECIFICATIONS

Riparian Areas - Work Procedures

These apply to mapped streams in TU B and within 5 m of any streams outside these TUs. The following measures apply:

- a streamside DPA permit must be issued for the work by the DNV prior to any work occurring within 15 m top of stream bank or 5 m from the edges of ravines;
- no machine use (except those used by hand);
- use vegetable-based bar and chain oils only;
- no refuelling of any equipment;
- no removal of pre-existing coarse woody debris from stream bank or stream bed;
- exclusion of workers from areas of wet soils that will be degraded by foot traffic; and
- any debris introduced to the watercourse must be removed by hand to ensure water flow is not impeded;
- no chips allowed in these areas
- no crossing creeks with machinery;

Wildlife Tree Retention

Wildlife danger tree assessment must be performed by a registered WDTA assessor (harvesting/Silviculture module) according to the appropriate Level of Disturbance (LOD). Assessments should appropriately balance worker safety, treatment objectives, and wildlife tree retention. As part of the Danger Tree Assessment, the contractor should identify and retain high value wildlife trees with a variety of defects (broken tops, mistletoe, cavities, etc) without unduly reducing the effectiveness of the fuel management treatment. No more than 5% of the treatment area should be designated as No Work Zones. Treatment specifications may be reduced to activities that constitute LOD 1 to allow for modified treatment in the vicinity of large diameter LOD 2 danger trees which are characterized as high value wildlife trees. The precise specifications for LOD 1 treatments must be confirmed with a WCB inspector, but the following specifications may be considered:

- Limbing;
- Pruning trees <20 cm dbh;
- Use of in-helmet radio communication; and
- Moving debris manually.

Access

Potential access points are shown on the prescription map. Not all points are machine accessible; in particular areas in the Dempsey portion of TU A above Citadel and Quarry Court have constrained access. The contractor is responsible for determining suitable access points for the type of equipment they propose to use. Consultation with the DNV over access must occur to ensure all values are considered prior to treatment implementation.

Machine Use

Machine use is prohibited on sites with sensitive soils such as thin folisols over rock and wet organic or mineral soils where soil compaction hazard is high. Machine use on slopes over 35% is also prohibited. Where excessive soil disturbance is anticipated or observed by the site supervisor machine use will be prohibited. Machines cannot be used on existing trails where they may cause damage to the trails. Any damage to trails is fully the responsibility of the contractor to repair to pre-treatment or better conditions. This includes all structures used by mountain bikers or hikers.

All machine disturbance post treatment must be rehabilitated. Any rutting or unacceptable soil disturbance must be rehabilitated by the contractor at the contractor's expense. Where access trails have been created, these must be decommissioned after treatment through the use of logs or other structures. This is the responsibility of the contractor implementing the treatments.

Breeding Birds

A bird survey(s) must be conducted by a qualified biologist prior to any vegetation management activities that may disturb nesting birds if treatment occurs during breeding bird season (April 1 – August 31st).

Fire Prevention and Suppression Capabilities

Prevention and suppression capabilities during implementation must be in accordance with the BC Wildfire Act and Wildfire Regulation and follow Wildfire Management Branch fire emergency reporting procedures and protocols.

Safety

The treatment area is adjacent to public roadways and private infrastructure. There are multiple high-use hiking and recreational mountain biking trails that run through the treatment area. Appropriate precautions must be taken by the contractor to ensure safety of workers, the public, and trail users are maintained during operations. Precautionary measures should include signage, crew members posted on trails while working within 1.5 tree lengths (when falling or other hazardous activities are occurring), removing all slash from the trail at the end of each work day, and contacting the NSMBA and relevant stakeholders to inform them of work to take place, timing, and duration.

Measures to prevent the spread of Invasive Plants

Fuel Management Prescription—District of North Vancouver – Braemar/Dempsey

Without proper management, treatment operations have considerable potential to contribute to the spread of invasive plants within the treatment area. There are identified invasive plant sites including Scotch broom (*Cytisus scoparius*), English Ivy (*Hedera helix*), silver nettle (*Lamium galeobdolon*), and Himalayan blackberry (*Rubus discolor*) within in and in close proximity to the treatment area. The following procedures should be used to minimize the spread of invasive plants into and between the treatment units:

1. Ensure that crews are aware of the importance of invasive species management and can identify the species listed above;
2. Ensure that all access routes are free of invasive species; and
3. Avoid driving through or parking on weed infestations.

English holly and laurel should be dealt with as prescribed in **Treatment Specifications – Invasive Plant Removal**.

Public Notification

At least two weeks prior to project start-up, neighbourhood residents and stakeholder groups such as the NSMBA should be notified of the project through door to door or by email notification. Information should include a contact name and phone number and details of start-up dates.

LAND STATUS, FOREST PLANNING, MAPPING AND REFERRALS

Appropriate investigations have been conducted to ensure that the area included in the prescription is crown land or land under the direct control or ownership of provincial, federal, or municipal government. The area proposed does not overlap or conflict with private land, an Indian reserve, a park or protected area, and is not encumbered by other tenures or jurisdictional issues.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
This application is consistent with a Community Wildfire Protection Plan for the area. If there is no CWPP for the area, MoFLNRO Wildfire Management Branch (WMB) staff must have signed off on the proposed treatment. A CWPP has been completed. The DNV has been instructed by Fuels Specialist Derek Lefler that they treatments are consistent with fire hazard reduction goals.	Yes <input checked="" type="checkbox"/> NA <input type="checkbox"/>
Map(s) are attached and comply with the standard required.	Yes <input checked="" type="checkbox"/>
The proposal has been referred to the appropriate major licensee and BCTS and documentation of the response is available indicating no significant reasons to prevent the proposed operations.	Yes <input type="checkbox"/> NA <input checked="" type="checkbox"/>
The major licensee and/or BCTS have been provided with an accurate location and assessment of potential impact on silviculture from use of trails and landings in plantations.	Yes <input type="checkbox"/> NA <input checked="" type="checkbox"/>
A field assessment has been conducted and all resource values that could be materially affected by this fuel management proposal have been appropriately addressed.	Yes <input checked="" type="checkbox"/> NA <input type="checkbox"/>
RESOURCE VALUES: The area has been checked for the following values and appropriate management is described if an issue is noted.	
Other leases, licences or permits:	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Visual Quality (check 'No' if the treatment area is not consistent with visual quality requirements):	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Species at Risk: Pacific water shrew	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Old Growth Management Areas:	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Recreation resources, features, recreation site, forest interpretive site or recreation trail: North Shore bike trails, community hiking trails	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Archaeological Resources:	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Cultural Heritage Resources (Referral required to appropriate First Nations):	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Wildlife habitat features: [Must comply with FPPR s. 70(2) unless exempted under section 92(2)]	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Resource features: [Must comply with FPPR s. 70(1) unless exempted under section 91(1)]:	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Comments received from public referral:	Yes <input type="checkbox"/> No <input type="checkbox"/> TBD <input checked="" type="checkbox"/>

RESOLUTION OF IDENTIFIED RESOURCE ISSUES.

Recreation resources	This area has world renowned mountain biking trails. Existing trails cannot be used as travel corridors for machinery where this may cause damage to the trails. Crossing trails and the use of trail heads is permitted but care should be taken to minimize disturbance. Chipping onto existing trails is not permitted. Falling across trails should be avoided where possible. Trails must be kept clear of debris during treatment implementation and access to trails must be maintained except where safety concerns require closures. Any damage to trails or structures is the responsibility of the contractor to repair. Post-treatment trail condition must meet or exceed pre-treatment conditions. Trails in this unit include: Braemar; Lower Boundary; Lower Digger; Lower Crippler; Dempsey; Espresso; Kilmer; and Quarry Court and several unnamed trails.
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Fuel Management Prescription—District of North Vancouver – Braemar/Dempsey

Species at Risk	A non-sensitive, historical occurrence of Pacific water shrew (<i>Sorex benderii</i>) (72710) overlaps the Braemar Treatment area. This is a red-listed species that was collected in 1955. Suitable habitat exists in the riparian areas adjacent to the streams. Upland ecosystems are primarily site series 01/05 and do not provide high quality habitat. While no records exist, it is highly probable that red-legged (<i>Rana aurora</i>) and Tailed-Frog (<i>Ascaphus trueri</i>) inhabit some of these areas. Treatment in the riparian draws is limited to pruning trees. No machine use is permitted in riparian zones. As work will be completed manually and is limited to pruning in riparian management areas, no negative impacts on these species are anticipated. Large elevated CWD will be maintained throughout the treatment areas. Should any listed species be observed in the field, a qualified professional should be consulted to determine if mitigation measures are required.
Invasive Alien Plants	There are documented occurrences of invasive alien plants in the vicinity of the treatment area. Operational Specifications - Measures to Prevent the Spread of Invasive Plants should be followed.
Public referral	Public meetings with residents and stakeholders should occur to ensure that public comments and concerns are addressed prior to treatment implementation.

RIPARIAN MANAGEMENT & BIODIVERSITY

Streams, wetlands and lakes are correctly classified and indicated on the map.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Appropriate timing for removal of skid trail crossings of streams and non-classified drainages is identified.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
Machine use across streams is not permitted	
Treatment in Stream DPA has been approved by DNV: Permit is required before treatment commences	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
Treatment is planned in the riparian area identified on the map (TU B)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Riparian treatment areas have been marked in the field: See Riparian Areas - Work Procedures	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Treatment is planned in a Stream DPA area identified on the map	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
Wildlife tree retention is consistent with the FPPR.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>

RIPARIAN ASSESSMENTS

TU	Riparian I.D. and Class.	DPA Width (m)	Streamside Management Tree Retention	Comments (Indicate if in a community watershed)
B	2 – No Name S-6	15	All	Prune trees to 3 m. Foot traffic in areas with sensitive soils is not permitted. DPA permit is required prior to treatment.
B	3 - Dyer Creek S-6	15	All	Prune trees to 3 m. Foot traffic in areas with sensitive soils is not permitted. DPA permit is required prior to treatment.
B	15 – Kilmer Creek S-6	15	All	Prune trees to 3 m. Foot traffic in areas with sensitive soils is not permitted. DPA permit is required prior to treatment.
B	151 – Kilmer Creek S-6	15	All	Prune trees to 3 m. Foot traffic in areas with sensitive soils is not permitted. DPA permit is required prior to treatment.

SOIL DISTURBANCE

Treatment Area	Soil Hazard Ratings			Maximum Allowable Soil Disturbance (%)	Sensitive Soils (Y/N)	Texture	Coarse Fragments
	Compaction	Displacement	Erosion				
A	M	M	M	5	N	SL	25
B	M	M	M	5	Y	SL	20

SEASONAL CONSTRAINTS AND SLOPE STABILITY

All season treatment is appropriate (low potential for archaeological resources and suitable soil conditions)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
The treatment is to occur only when soil is dry or frozen, or when adequate snow pack exists to ensure minimal soil disturbance to sensitive soils.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Primary forest activities under this fuel management proposal will not materially reduce slope stability on the area or on adjacent areas.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

BOUNDARY, ROADS, AND TRAILS

Treatment boundaries are clearly marked on site and accurately mapped.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
The condition of existing trails will be assessed and documented prior to treatment.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Existing roads and landings are in a condition suitable for use without modification. See Operational Specifications - Access	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Access trails will be marked in the field prior to treatment after consultation with the contractor. Implementation trails will be determined at time of implementation based upon contractors proposed methods	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>

Temporary access trails will be rehabilitated.

Yes ☒ No ☐ NA ☐

FOREST HEALTH			
AGENT NAME	SPECIES AFFECTED	% INCIDENCE	MORTALITY
Western Hemlock Dwarf Mistletoe	Hw	5	<1
Armillaria spp	Hw,Fd	<5	<1
Western hemlock in the understorey should be removed, as they will become infected by mistletoe in the overstorey. Retention of other species is preferred over western hemlock.			

Windthrow:

There is a moderate windthrow hazard and high consequence of windthrow in TU A due to the proximity treatment area to houses, roads and public trails. The treatment will not significantly reduce crown closure in these units and no new edges or openings of significant size will be created. Any reduction in canopy closure will occur in the intermediate and suppressed canopy layers and will not increase wind loading on dominant and co-dominant trees. Hazard tree removals are incorporated as part of the treatment and will reduce the existing windthrow risk. Individual overstorey trees removed as danger trees are not expected to be enough to impact wind loading on dominant and co-dominant trees. Endemic windthrow is expected after treatment, particularly in those trees impacted by root rot, at the same frequency as in the pre-treatment stand. This will not be explicitly managed and will contribute to long-term woody debris recruitment.

RPF PRINTED NAME		Registered Professional Foresters Signature and Seal	
Ben Andrew	4666		
DATE SIGNED			
March 27, 2013			
I certify that I have reviewed this document and I have determined that this work has been done to standards acceptable of a Registered Professional Forester.			
ACKNOWLEDGEMENT BY LOCAL GOVERNMENT REPRESENTATIVE			
I certify that I have reviewed this fuel management proposal, all assessments and fieldwork. I agree it is consistent with the recommendations contained within the Community Wildfire Protection Plan, or with the objective of reducing fire hazard in the community interface area.			
Signature:			
REPRESENTATIVE NAME:		DATE SIGNED:	

Appendix A: Diameter Distributions and Post-treatment Stand Targets

Post-treatment density targets are below according to diameter class for each TU. These targets are a tool that may be useful during thinning activities and as a guide for the overall end resulting stand. It is understood that natural variation and individual tree health may not allow for strict adherence to these targets. TU B is not shown as no removals will occur in this unit.

Figure 1. Current diameter distribution by species for Badger TU A (left). Post-treatment density targets by diameter class for Braemar TU A (right).

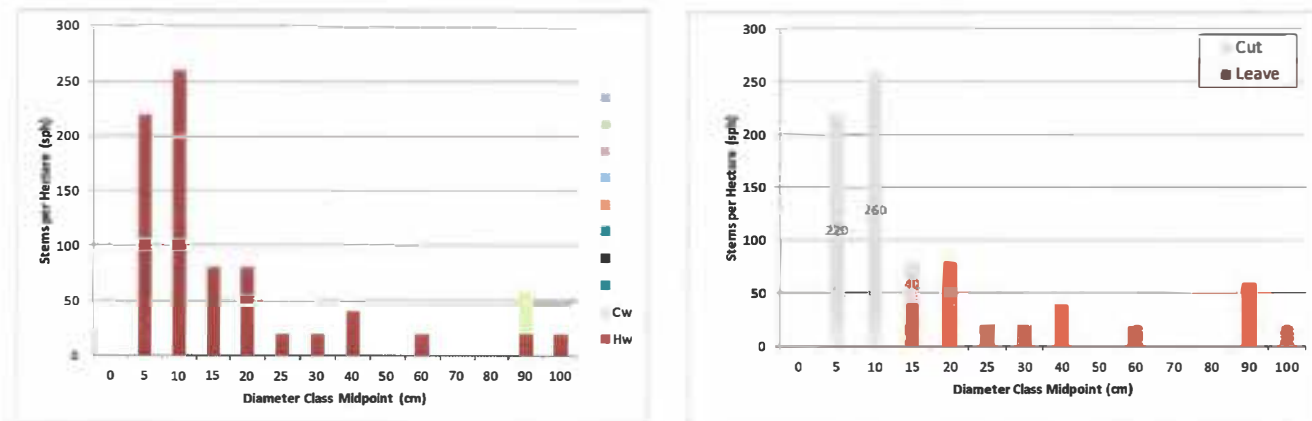


Figure 2: Current diameter distribution by species for Indian River TU A (left). Post-treatment density targets by diameter class for Dempsey TU A (right).

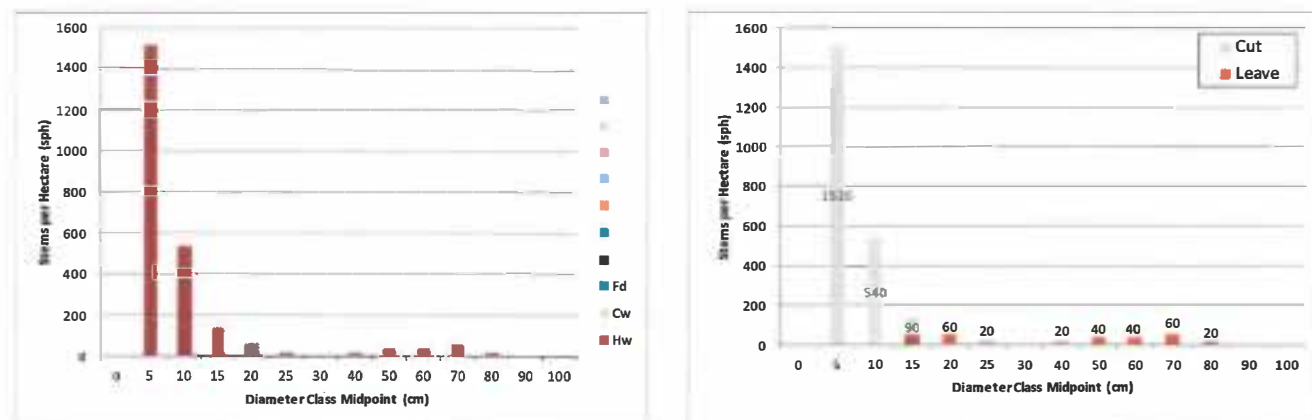


Figure 3. Current diameter distribution by species for TU C (left). Post-treatment density targets by diameter class for TU C (right).



Figure 4. TU A, plot 4 looking east.



Figure 5. TU A, overstorey crown closure from plot 3.



Figure 6. TU B, plot 1 looking north, surface and ladder fuels.



Figure 7. TU B, plot 4 looking north.

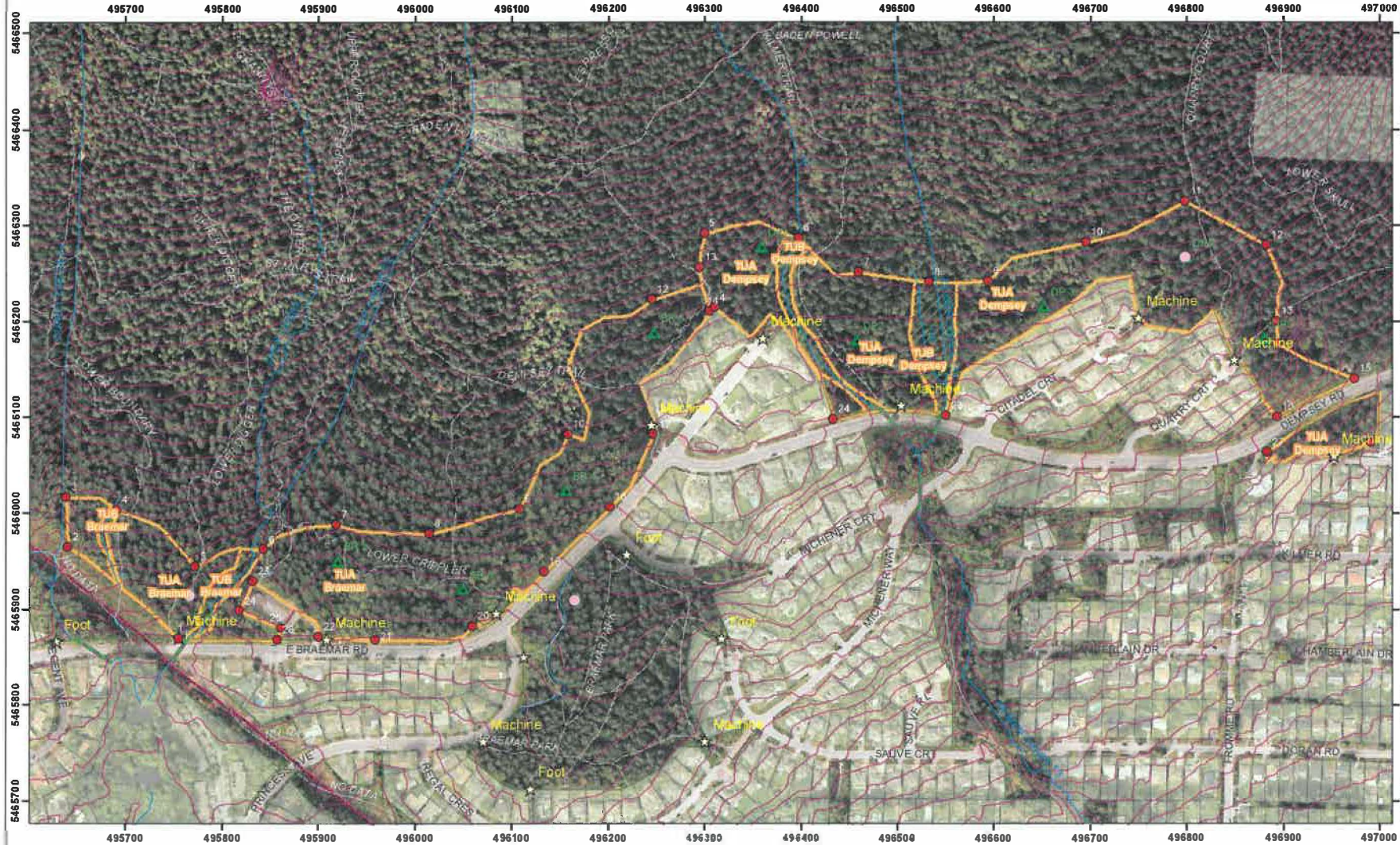


Figure 8. TU A, plot 1 looking north.



Figure 9. NCD in TU B by ST 5-1.

Fuel Management Prescription Map: District of North Vancouver: Braemar & Dempsey



Forest Region	Coastal
Forest District	Vancouver
Mapsheet	92G035
Location	Braemar
UTM Zone	10N
UTM Easting	496158
UTM Northing	5466008

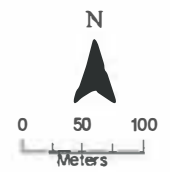
Legend

- Threat Plot
- Treatment Corners
- DNV plots
- Access Points
- Trails
- Creeks
- Transmission Lines
- Contours
- Storm Culverts
- Parks
- Private Land

Prescription Unit

- TUA
- TUB

1:4,000



Coordinate System:
NAD 83 UTM Zone 10

Mapped by: B. Andrew
Date: March 2013

Fuel Management Prescription - Area Breakdown

Block	TU	Stand Desc.	Treatment	Stream Mgmt (ha)	NP (ha)	Gross Area (ha)	Net (ha)
Braemar/Dempsey	A	FdHwCw	HTR,TFB, SFR,PB			12.0	12.0
Braemar/Dempsey	B	CwHwFd	PB	1.0		1.0	1.0
Total Area (ha)							13.0

Streamside DPA approval is required for all works within 15 m of top of bank or 5 m from the edge of ravines.
No machine work in these areas is permitted without DNV approval. HTR-Hazard tree removal, TFB-Thin from below, SFR-Surface fuel removal, PB-Prune branches, L-Plant

Stream Summary (See Prescription for management strategies)

Stream ID	Class	DPA (m)	Land Ownership
2-no name	S-6	15	DNV
3-Dyer Creek	S-6	15	DNV
15-Kilmer Creek	S-6	15	DNV
151-Kilmer Creek	S-6	15	DNV



Fuel Management Prescription Carmaria Court District of North Vancouver



Prepared by: Ben Andrew, RPF 270-18 Gostick Place, North Vancouver BC, V7M 3G3 Ph: 604-986-8346 Email: b_andrew@bablackwell.com		Deliver or Mail to: Fuels Management Specialist: Derek Lefler RPF District Forester: Mark Brown RPF
Location: West side of Carmaria Court, District of North Vancouver, BC	These units are located on District (Crown Municipal) lands off Carmaria Court adjacent to residential private properties.	
Comments: This prescription may only be implemented in conjunction with slope stabilization planning. Geotechnical considerations will be given priority over wildfire hazard reduction measures. <ul style="list-style-type: none">External block boundaries adjacent to private land flagged by DNV surveyors before treatment implementation; <i>As implementation depends on slope stabilization, this treatment unit has not been ribboned in the field.</i>		

Fuel Management Objectives

The objectives of this prescription are to:

- Enhance the ability of the Wildfire Management Branch, DNV Fire and Rescue Services, and Metro Vancouver Suppression Crews to protect both public and private values at risk;
- Contribute to the provision of landscape scale shaded fuel break along the WUI;
- Demonstrate the principles and practices of vegetation and fuels management to community members and the public;
- Reduce surface fire behaviour potential;
- Reduce the potential for crown fires; and
- Minimize negative impacts to, and where possible enhance, the many values of the treated stand, including recreation, public safety, wildlife habitat, and biodiversity.

Fuel Management Strategies

The fuel management objectives stated above will be achieved using the following strategies:

- Reduce surface fuels to improve suppression crew access to and success at actioning fires in the case of wildfire;
- Maximize retention of dominant and co-dominant canopy trees to maintain a cool, moist, and dark understorey microclimate;
- Thin from below (i.e. smallest trees first) to reduce ladder fuels;
- Retain the healthiest juvenile trees for contribution to the future stand where desirable;
- Reduce surface fuel loading through chipping or removal of debris to reduce the risk, potential behaviour, and intensity of surface fire;
- Minimize the creation of surface fuels by chipping or removing slash created during treatment;
- Retain deciduous tree species and shrubs to reduce fire behaviour and provide wildlife habitat;
- Retain minimum targets of coarse woody debris to contribute to healthy forest ecosystems and biodiversity;
- Protect existing trail networks and ensure post-treatment trail conditions meet or exceed pre-treatment conditions; and
- Engage in community consultation and communication, as appropriate, before and throughout the treatment implementation.

Treatment Longevity

This prescription is expected to achieve the fuel management objectives over of approximately 10 years after implementation. After this time it is expected that understorey regeneration may create ladder fuels that are likely to increase the crown fire hazard and overstorey mortality and branch loss will create surface fuel accumulations. Maintenance required at this time may involve understorey thinning and surface fuel disposal.

Fuel Management Prescription—District of North Vancouver – Carmaria Court

TREATMENT UNIT - AREA BREAKDOWN (ha)				
TU	Gross Area	No Treatment	Streamside Management Area	Net Area
A	2.4		0	2.4
			0	
TOTAL	2.4		0	2.4
TREATMENT UNIT - SUMMARY				
TU	Block	Area	Treatment Type	Access
A	Carmaria Court	2.4	HTR, TFB, SFR, PB	Carmaria Court
HTR – Hazard tree removal, TFB – Thin from below, SFR – Surface fuel removal, PB – Prune Branches				
Field Marking Convention: Photo plots – double yellow ribbon and pink dot at tree base facing plot centre.				

CURRENT STAND CONDITION

Treatment units were delineated based upon treatment specifications based on ecosystem characteristics, fuel types, and stand type. Treatment units may be implemented in conjunction with each other, separately, or in part as funding and work window timing allow. Partial implementation of TUs should be done in discrete blocks that can be completed in the allotted funding and/or time.

Carmaria Court: Treatment Unit A: TU A is a mature stand of western hemlock (*Tsuga heterophylla*) with a minor component of western redcedar (*Thuja plicata*) and a fringe of red alder (*Alnus rubra*) located along the road edge. The stand is in the CWHdm and is site series 05 (Cw-Sword fern) and 07 (Cw-Foamflower). Dense patches of western hemlock intermediate and suppressed trees create areas of moderate to high ladder fuels and are interspersed by open patches of well spaced mature trees. Surface fuel accumulations vary between low to extremely high due to tree failure. Height to live crown in the dominant and codominant trees is variable across the TU (5-10 m) and lower branches add to ladder fuels in areas of denser understorey and at the forest edge. TU A is identified as high priority for treatment due to its close proximity to residences. This TU is accessible from Carmaria Court. The data presented here is a summary of 3 plots.

LAYER	Definition	Species % Composition by Basal Area (L1) by density (L2-L3)	Stems per hectare	Basal area (m ² /ha)	DBHq (cm)	Heightq (m)	Crown Closure (% Cover)	Height to Live Crown (m)
L1 Merch	>17.5cm DBH	Hw95Cw5	233	26	49	23	60	5
L1 Submerch	12.5 - 17.5 cm DBH	Hw100	433	8	16	10		
L2	7.5 - 12.5 cm DBH	Hw100	767					
L3	<7.5 cm DBH, >1.3m height	Hw100	100					
L4	<1.3m height	-						

TREATMENT SPECIFICATIONS	
Live Thinning – Merchantable Trees (≥17.5cm dbh)	All Units: No falling is prescribed, with the exception of danger trees. A wildlife danger tree assessment according to the appropriate Level of Disturbance (LOD) is required. See Operational Specifications – Wildlife Tree Retention for details.
Live Thinning – Sub – merchantable Trees (<17.5cm dbh)	<p>Thinning Specifications TU A: Thin from below (i.e. remove smallest trees first) all western hemlock up to a maximum diameter at breast height of 17.5 cm. All western redcedar, Douglas-fir will be retained.</p> <p>Retention Specifications TU A: Retain all species other than western hemlock. This includes all deciduous species, western yew (<i>Taxus brevifolia</i>) and any rare or unusual trees must be retained unless they pose a safety concern. Douglas-fir should be prioritized for retention where occurring then western redcedar. Retained trees in all layers and of all species should be free of diseases that could result in imminent mortality. Target density guidelines are categorized by diameter class and species by treatment unit and detailed in the tables and graphs in Appendix A: Diameter Distributions and Post-treatment Stand Targets.</p> <p>No cutting of live deciduous trees or any shrubs should occur. All deciduous tree species, western white pine (<i>Pinus monticola</i>), and western yew should be retained as “ghost trees” and not contribute to target densities.</p> <p>Minimize scarring on retained trees. Retain all stems with flagging according to the ribboning specifications as described in the treatment unit summary, and/or marked metal tags identifying permanent photo plot location.</p> <p>Stumps must be less than 10 cm tall from the ground surface and cut at an angle less than 10 degrees from level.</p>
Pruning	All Units: All retained coniferous trees must be pruned to 3 metres. This is calculated by the minimum distance between surface fuels and the lowest part of a branch (usually the tip). A minimum 40% live crown must be retained on all pruned trees.

Fuel Management Prescription—District of North Vancouver – Carmaria Court

Coarse Woody Debris (>12.5 cm diameter)	TU A: Leave a minimum of 100 pieces per hectare and a maximum of 200 pieces per hectare of logs > 12.5 cm in diameter and >3 m in length (spacing of approximately 4 – 8 m). Retained coarse woody debris (CWD) should be left unbucked whenever possible. Retained coarse fuels should be evenly spaced and not piled or continuous. CWD that is decay class III or greater can be retained on site. CWD in decay Class V does not count towards coarse woody fuel loading.
Fine Fuels (<12cm diameter)	TU A: Post-treatment surface fuels should not exceed the following loadings: <ul style="list-style-type: none"> • woody debris 7 – 12.5 cm diameter should not exceed 2.5 kg/m² (25 tonnes/ha) • woody debris < 7 cm should not exceed 0.5 kg/m² (5 tonnes/ha)
Debris Disposal	TU A: No chipping is permitted. All debris must be taken off site.
Invasive Plant Removal	All Units: Cut and remove all invasive shrub and tree species with woody stems. These include plants such as laurel (<i>Laurus</i> spp.) and holly (<i>Ilex</i> spp.) species but not species such as Himalayan blackberry (<i>Rubus discolor</i>).

OPERATIONAL SPECIFICATIONS

Steep Slopes Areas - Work Procedures

This slope has been identified as having slope instability concerns. No machine use is permitted on these slopes. All material must be brought to roadside using manual labour or cable systems employing high lead yarding. The rationale behind this is to reduce impacts on slope stability associated with the use of heavy machinery. All work must be approved by a qualified professional.

A summary of Landslide Risk Assessments can be found at: <http://www.dnv.org/upload/pdocsdocuments/wp31011.pdf>

Wildlife Tree Retention

Wildlife danger tree assessment must be performed by a registered WDTA assessor (harvesting/Silviculture module) according to the appropriate Level of Disturbance (LOD). Assessments should appropriately balance worker safety, treatment objectives, and wildlife tree retention. As part of the Danger Tree Assessment, the contractor should identify and retain high value wildlife trees with a variety of defects (broken tops, mistletoe, cavities, etc) without unduly reducing the effectiveness of the fuel management treatment. No more than 5% of the treatment area should be designated as No Work Zones. Treatment specifications may be reduced to activities that constitute LOD 1 to allow for modified treatment in the vicinity of large diameter LOD 2 danger trees which are characterized as high value wildlife trees. The precise specifications for LOD 1 treatments must be confirmed with a WCB inspector, but the following specifications may be considered:

- Limbing;
- Use of in-helmet radio communication; and
- Moving debris manually.

Access

Access is from Carmaria Court. The contractor is responsible for determining suitable access points for the type of equipment they propose to use. Consultation with the DNV over access must occur to ensure all values are considered prior to treatment implementation.

Machine Use

Machine use is prohibited on sites with slopes over 35%.

Breeding Birds

A bird survey(s) must be conducted by a qualified biologist prior to any vegetation management activities that may disturb nesting birds if treatment occurs during breeding bird season (April 1 – August 31).

Fire Prevention and Suppression Capabilities

Prevention and suppression capabilities during implementation must be in accordance with the BC Wildfire Act and Wildfire Regulation and follow Wildfire Management Branch fire emergency reporting procedures and protocols.

Safety

The treatment area is adjacent to public roadways and private infrastructure. Appropriate precautions must be taken by the contractor to ensure safety of workers, the public, and residents during operations. Precautionary measures should include signage, crew members posted on roads while working within 1.5 tree lengths (when falling or other hazardous activities are occurring) and contacting the residents to inform them of work to take place, timing, and duration.

Measures to prevent the spread of Invasive Plants

Without proper management, treatment operations have considerable potential to contribute to the spread of invasive plants within the treatment area. There are identified invasive plant sites including but not limited to: English Ivy (*Hedera helix*), silver nettle (*Lamium galeobdolon*), and Himalayan blackberry (*Rubus discolor*) in close proximity to the treatment area. There are likely several unidentified sites near to the treatment area, as well. The following procedures should be used to minimize the spread of invasive plants into and between the treatment units:

1. Ensure that crews are aware of the importance of invasive species management and can identify the species listed above;
2. Ensure that all access routes are free of invasive species; and
3. Avoid driving through or parking on weed infestations.

English holly and laurel should be dealt with as prescribed in **Treatment Specifications – Invasive Plant Removal**.

Public Notification

At least two weeks prior to project start-up, neighbourhood residents should be notified of the project through door to door or by email notification. Information should include a contact name and phone number and details of start-up dates.

LAND STATUS, FOREST PLANNING, MAPPING AND REFERRALS

Appropriate investigations have been conducted to ensure that the area included in the prescription is crown land or land under the direct control or ownership of provincial, federal, or municipal government. The area proposed does not overlap or conflict with private land, an Indian reserve, a park or protected area, and is not encumbered by other tenures or jurisdictional issues.

Yes ☒ No ☐

Fuel Management Prescription—District of North Vancouver – Carmaria Court

This application is consistent with a Community Wildfire Protection Plan for the area. If there is no CWPP for the area, MoFLNRO Wildfire Management Branch (WMB) staff must have signed off on the proposed treatment. A CWPP has been completed. The DNV has been instructed by Fuels Specialist Derek Lefler that they treatments are consistent with fire hazard reduction goals.		Yes <input checked="" type="checkbox"/> NA <input type="checkbox"/>
Map(s) are attached and comply with the standard required.		Yes <input checked="" type="checkbox"/>
The proposal has been referred to the appropriate major licensee and BCTS and documentation of the response is available indicating no significant reasons to prevent the proposed operations.		Yes <input type="checkbox"/> NA <input checked="" type="checkbox"/>
The major licensee and/or BCTS have been provided with an accurate location and assessment of potential impact on silviculture from use of trails and landings in plantations.		Yes <input type="checkbox"/> NA <input checked="" type="checkbox"/>
A field assessment has been conducted and all resource values that could be materially affected by this fuel management proposal have been appropriately addressed.		Yes <input checked="" type="checkbox"/> NA <input type="checkbox"/>
RESOURCE VALUES: <i>The area has been checked for the following values and appropriate management is described if an issue is noted.</i>		
Other leases, licences or permits:		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Visual Quality (check 'No' if the treatment area is not consistent with visual quality requirements):		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Species at Risk:		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Old Growth Management Areas:		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Recreation resources, features, recreation site, forest interpretive site or recreation trail:		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Archaeological Resources:		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Cultural Heritage Resources (Referral required to appropriate First Nations):		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Wildlife habitat features: [Must comply with FPPR s. 70(2) unless exempted under section 92(2)]		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Resource features: [Must comply with FPPR s. 70(1) unless exempted under section 91(1)]:		Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Comments received from public referral:		Yes <input type="checkbox"/> No <input type="checkbox"/> TBD <input checked="" type="checkbox"/>
RESOLUTION OF IDENTIFIED RESOURCE ISSUES.		
Invasive Alien Plants	There are documented occurrences of invasive alien plants in the vicinity of the treatment area. Operational Specifications – Measures to Prevent the Spread of Invasive Plants should be followed.	
Public referral	Public meetings with residents and stakeholders should occur to ensure that public comments and concerns are addressed prior to treatment implementation.	

RIPARIAN MANAGEMENT & BIODIVERSITY				
Streams, wetlands and lakes are correctly classified and indicated on the map.				Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Appropriate timing for removal of skid trail crossings of streams and non-classified drainages is identified.				Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Machine use is not permitted				
Treatment in Stream DPA has been approved by DNV:				Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> TBD <input type="checkbox"/>
Treatment is planned in the riparian area identified on the map				Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Riparian treatment areas have been marked in the field:				Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Treatment is planned in a Stream DPA area identified on the map				Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>
Wildlife tree retention is consistent with the FPPR.				Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>
RIPARIAN ASSESSMENTS				
TU	Riparian I.D. and Class.	DPA Width (m)	Streamside Management Tree Retention	Comments (Indicate if in a community watershed)

SOIL DISTURBANCE							
Treatment Area	Soil Hazard Ratings			Maximum Allowable Soil Disturbance (%)	Sensitive Soils (Y/N)	Texture	Coarse Fragments
	Compaction	Displacement	Erosion				
A	M	H	H	5	N	SL	25
Localized wet soils occur in TU A on a steep slope. Wetted soils are sensitive to compaction, displacement, and erosion. Machine traffic is not permitted on the slope.							
SEASONAL CONSTRAINTS AND SLOPE STABILITY							
All season treatment is appropriate (low potential for archaeological resources and suitable soil conditions):						Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
The treatment is to occur only when soil is dry or frozen, or when adequate snow pack exists to ensure minimal soil disturbance to sensitive soils: Treatment timing must coincide with periods of low						Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Fuel Management Prescription—District of North Vancouver – Carmaria Court

precipitation when soils are driest. Primary forest activities under this fuel management proposal will not materially reduce slope stability on the area or on adjacent areas: Fuel Treatment activities must be reviewed and approved by a QP and must coincide with slope stabilization work.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
BOUNDARY, ROADS, AND TRAILS	
Treatment boundaries are clearly marked on site and accurately mapped: Boundaries must be marked prior to treatment.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
The condition of existing trails will be assessed and documented prior to treatment.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Existing roads and landings are in a condition suitable for use without modification. See Operational Specifications – Access.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Access trails will be marked in the field prior to treatment after consultation with the contractor.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> NA <input type="checkbox"/>
No Machine use is permitted on slopes > 35%.	
Temporary access trails will be rehabilitated.	Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input checked="" type="checkbox"/>

FOREST HEALTH			
AGENT NAME	SPECIES AFFECTED	% INCIDENCE	MORTALITY
Western Hemlock Dwarf Mistletoe	Hw	80	<10
Western hemlock in the understorey should be removed, as they will become infected by mistletoe in the overstorey. Retention of other species is preferred over western hemlock.			

Windthrow:

There is a moderate to high windthrow hazard due to due to high soil moisture, species composition and disease profile and high consequence of windthrow in TU A due to the proximity treatment area to houses and the road. The treatment will not significantly reduce crown closure in these units and no new edges or openings of significant size will be created. Any reduction in canopy closure will occur in the intermediate and suppressed canopy layers and will not increase wind loading on dominant and co-dominant trees. Hazard tree removals are incorporated as part of the treatment and will reduce the existing windthrow risk. Individual overstorey trees removed as danger trees are not expected to be enough to impact wind loading on dominant and co-dominant trees. Endemic windthrow is expected after treatment, particularly in those trees impacted by root rot, at the same frequency as in the pre-treatment stand. This will not be explicitly managed and will contribute to long-term woody debris recruitment.

RPF PRINTED NAME		Registered Professional Foresters Signature and Seal	
Ben Andrew	4666		
DATE SIGNED			
March 27, 2013			
I certify that I have reviewed this document and I have determined that this work has been done to standards acceptable of a Registered Professional Forester.			
ACKNOWLEDGEMENT BY LOCAL GOVERNMENT REPRESENTATIVE			
I certify that I have reviewed this fuel management proposal, all assessments and fieldwork. I agree it is consistent with the recommendations contained within the Community Wildfire Protection Plan, or with the objective of reducing fire hazard in the community interface area.			
Signature:			
REPRESENTATIVE NAME:		DATE SIGNED:	

Appendix A: Diameter Distributions and Post-treatment Stand Targets

Post-treatment density targets are below according to diameter class for each TU. These targets are a tool that may be useful during thinning activities and as a guide for the overall end resulting stand. It is understood that natural variation and individual tree health may not allow for strict adherence to these targets.

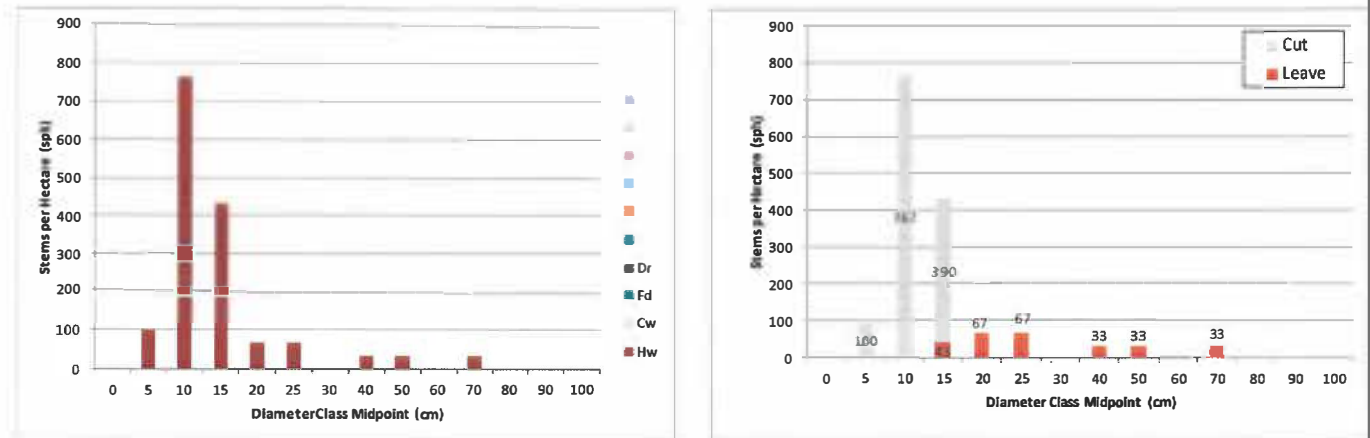


Figure 1. Current diameter distribution by species for Carmaria Court TU A (left). Post-treatment density targets by diameter class for Carmaria Court TU A (right).

Fuel Management Prescription—District of North Vancouver – Carmaria Court
Appendix B: Treatment Area Photographs



Figure 2. Carmaria Court TU A, plot 1 looking north.



Figure 3. Carmaria Court TU A, plot 2 looking south.



Figure 4. Carmaria Court TU A, plot 3 looking north.

Fuel Management Prescription Map: District of North Vancouver: Carmaria Court



ackwell
& Associates Ltd.

Forest Region	Coastal
Forest District	Vancouver
Mapsheet	92G035
Location	Carmaria Court
UTM Zone	10N
UTM Easting	497650
UTM Northing	5464116

Legend

- Threat Plot
- Treatment Corners
- ▲ DNV plots
- ★ Access Points
- Trails
- Creeks
- Contours
- Storm Culverts
- Parks
- Private Land
- Prescription Unit**
- TUA

1:3,000

N



Coordinate System:
NAD 83 UTM Zone 10

Mapped by: B. Andrew
Date: March 2013

Fuel Management Prescription - Area Breakdown

Block	TU	Stand Desc.	Treatment	Stream Mgmt (ha)	NP (ha)	Gross Area (ha)	Net (ha)
Carmaria Court	A	Hw(Cw)	HTR,TFB,SFR,PB,PL			2.4	2.4
Total Area (ha)						2.4	2.4

Stream Summary (See Prescription for management strategies)

Stream ID	Class	DPA (m)	Land Ownership

This prescription must be carried out in conjunction with slope stabilization work. No machine work in these areas is permitted without DNV approval.
HTR-Hazard tree removal, TFB-Thin from below, SFR-Surface fuel removal, PB-Prune branches, PL-Plant

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2019 Community Resiliency Investment Program FireSmart Community Funding & Supports Application Form

Please complete and return the application form by December 7, 2018. All questions are required to be answered by typing directly in this form. If you have any questions, contact cri-sw@ubcm.ca or (250) 356-2947.

SECTION 1: Applicant Information	CRI- (administrative use only)
Local Government or First Nation: District of North Vancouver	Complete Mailing Address: 355 West Queens Rd North Vancouver, BC V7N 4N5
Contact Person: Guy Exley	Position: Community Forester
Phone: 604-990-2350	E-mail: exleyg@dnv.org

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

SECTION 2: For Regional Projects Only
<p>1. Identification of Partnering Communities. For all regional projects, please list all of the partnering eligible applicants included in this application. Refer to Section 3 in the Program & Application Guide for eligibility.</p> <p>N/a</p>

SECTION 3: Project Summary		
<p>2. Name of the Project:</p> <p>Fuel Treatments - Carmaria Crt. 2.4 Ha and Braemar/Dempsey 13 Ha</p>		
<p>3. Fire Centre (use check boxes). Indicate which Fire Centre the proposed activities are located in (check all that apply)</p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Cariboo Fire Centre <input checked="" type="checkbox"/> Coastal Fire Centre <input type="checkbox"/> Kamloops Fire Centre </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Northwest Fire Centre <input type="checkbox"/> Prince George Fire Centre <input type="checkbox"/> Southeast Fire Centre </td> </tr> </table>	<input type="checkbox"/> Cariboo Fire Centre <input checked="" type="checkbox"/> Coastal Fire Centre <input type="checkbox"/> Kamloops Fire Centre	<input type="checkbox"/> Northwest Fire Centre <input type="checkbox"/> Prince George Fire Centre <input type="checkbox"/> Southeast Fire Centre
<input type="checkbox"/> Cariboo Fire Centre <input checked="" type="checkbox"/> Coastal Fire Centre <input type="checkbox"/> Kamloops Fire Centre	<input type="checkbox"/> Northwest Fire Centre <input type="checkbox"/> Prince George Fire Centre <input type="checkbox"/> Southeast Fire Centre	

4. Project Cost & Grant Request:

Total Project Cost: \$359,884.00 Total Grant Request: \$100,000.00

Have you applied for or received funding for this project from other sources? If yes, please provide details below.

No

5. Project Summary. Please provide a summary of your project in 150 words or less.

The proposed treatment areas are in the District of North Vancouver. These areas extend and tie into the already completed critical infrastructure (Fire Hall and Water Towers) fuel treatment sites and the Grousewoods, Hyannis, Owl, Malaspina/Skyline; Badger, North & South sides of Indian River Road, Braemar Park/St. Mary's and Mountain Highway/Hoskins fuel breaks. The current fuel type is C2, C3 with some C4 due to regeneration under the main canopy. Ladder fuels are high due to the regeneration and crown fuels are contiguous. Surface fuels are moderate to high due to windfall and dumping of woody debris

SECTION 4: Requirements for Funding

- 6. Community Wildfire Protection Plan (or other plan).** As outlined in Section 3 of Program & Application Guide, in order to be eligible for funding, applicants must have a current and acceptable CWPP or other acceptable plan that includes assessment and identification of FireSmart priorities.

Please outline how your community meets this requirement. Note: applicants that do not have a current and acceptable plan may apply to develop or update a plan.

[Http://www.dnv.org/programs-services/community-wildfire-protection-plan](http://www.dnv.org/programs-services/community-wildfire-protection-plan)

If not funded under the Strategic Wildfire Prevention Initiative, attach completed plans, and/or assessments, or excerpts from higher-level plans, with the application form.

- 7. Consultation in Advance of Submitting an Application.** In order to qualify for funding, applicants must consult with a BCWS Wildfire Prevention Officer and/or a FNESS Fuel Management Liaison/Specialist regarding the proposed project prior to submitting an application.

☒ BC Wildfire Service.
Contact person: Jessica Duncan and
Tony Botica

☐ First Nations' Emergency Services Society.
Contact person:

SECTION 5: Wildfire Risk & Rationale

- 8. Wildfire Risk.** What is the wildfire risk in your community? This may be evidenced by a wildfire risk class of 1, 2 or 3 for the general area of interest (refer to Appendix 1 of the Program & Application Guide) or local level plan or other information with ground data that shows wildfire threat in proximity to values at risk within and around the community.

Provide specific evidence of wildfire risk (e.g. WUI polygon name from risk class map, reference to appropriate section of a CWPP or other plan, etc.) in your response.

Summary of Threat Ratings for the proposed treatment sites by B.A Blackwell & Associates Ltd. undertaken early 2013

Carmaria Court	Plot: CM1	Pre WTR: 143	Post WTR: 121
Braemar/Dempsey	Plot: BR1	Pre WTR: 141	Post WTR: 129
Braemar/Dempsey	Plot: DP4	Pre WTR: 148	Post WTR: 133

PSTA Public Fire Data indicates a threat rating ranging from Moderate 5 to Low 2 for Carmaria Crt and a threat rating from Moderate 5 to Low 3 for Braemar/Dempsey.

CWPP Section 7.5 Vegetation Fuel Management page 38 WRMS identified 666Ha of high hazard fuel types (C2, C3 & C4).

For the purpose of CRI FireSmart Community Funding & Supports grants, identify the risk category that you are applying under:

- ☐ Lower risk of wildfire (may apply for grant up of to \$25,000)
- ☒ Higher risk of wildfire (may apply for grant of up to/exceeding \$100,000)

9. **Other Rationale.** What other rationale or evidence is there for undertaking the proposed project? This may include local hazards identified in the Emergency Plan; threat levels identified in Hazard Risk & Vulnerability Analysis and/or other risk assessments; demonstrated history of repeated and/or significant interface wildfires and evacuations; or other rationale.

DNV Climate Change Adaptation Strategy July 2017 (<https://www.dnv.org/programs-and-services/climate-change-adaptation-strategy>) identifies wildfire as one of the primary risks to the community. Required Action (RA) 3.2 states "remaining (CWPP) recommendations should be implemented", This last 15.4Ha of fuel treatment is the remaining area from the 69.7Ha identified and recommended to be treated. Objective RA 5.1. states "The District is reducing the potential for fire to spread rapidly by removing excessive ladder fuels and accumulations of organic materials that build up on the forest floor" and relates directly to these ongoing fuel treatment projects.

Evidence of other rationale (e.g. Local Authority Emergency Plan extract, copies of assessments, etc.) is required to be submitted with the application form.

SECTION 6: Detailed Project Information

10. **Proposed Activities.** Please refer to Section 4 of the Program & Application Guide for eligibility and complete Worksheet 1: Proposed Activities & Budget.

11. **Partnerships & Collaboration.** Please identify any other authorities you will collaborate with on the proposed project (e.g. community or resident organization, First Nation or Indigenous organization or other local government) and outline how you intend to work together.

Fire Department have requested a chainsaw training opportunity. The Braemar/Dempsey site would be most appropriate due to being less steep and away from residential properties. Restoration planting opportunities with the Parks Trail and Habitat Coordinator residents and stakeholders such as North Shore Mountain Bikers Association (NSMBA). Developing a FireSmart and Fuel Treatment door hanger with the District Strategic Communications and Fire Departments for a community outreach program to local residents backing onto the subject sites and broader long term plan for all community within the District Wildfire DP Area by Fire Staff.

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

The proposed treatment areas tie into the already completed critical infrastructure (Fire Hall and Water Towers) fuel treatment sites and the Grousewoods, Hyannis, Owl, Malaspina/Skyline; Badger, North & South sides of Indian River Road, Braemar Park/St. Mary's and Mountain Highway/Hoskins fuel breaks.

A copy of the "further prescription rationale" by BA Blackwell, a SWPI request for the previous operational fuel management project (SWPI-688) application, is attached as it equally applies to this project too.

SECTION 7: Application Check List

Required Submissions	Related Attachments
<input checked="" type="checkbox"/> Application Form	<input checked="" type="checkbox"/> Completed plans, and/or assessments, or excerpts from higher-level plans as required in Q. 6 <input checked="" type="checkbox"/> Other rationale as required in Q. 9
<input type="checkbox"/> Completed Worksheet 1: Proposed Activities & Budget	<input type="checkbox"/> FireSmart Assessments for structures proposed for demonstration projects as required in Q. 7
<input checked="" type="checkbox"/> <u>For fuels management activities only:</u> Completed Worksheet 2: Proposed Fuel Management Activities	<input checked="" type="checkbox"/> PDF map outlining the area of interest, proposed treatments units, land status and tenure overlaps. <input checked="" type="checkbox"/> Wildfire threat assessment information for the proposed treatment unit(s) <input checked="" type="checkbox"/> <u>For fuel management treatment only,</u> a copy of the completed prescription and/or Burn Plan and project boundary spatial layer <input type="checkbox"/> For fuel management treatment on Provincial Crown land only: email from land manager indicating information sharing with First Nations has been completed
<input type="checkbox"/> Council, Board or Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management	
<input type="checkbox"/> <u>For regional projects only:</u> Council, Board or Band Council resolution, from each partnering community that clearly states approval for the applicant to apply for, receive and manage the grant funding on their behalf	

Submit the completed Application Form and all required attachments as an e-mail attachment to cri-swpi@ubcm.ca and note "2019 CRI" in the subject line. Submit your application as either a Word or PDF file(s). If you submit by e-mail, hardcopies and/or additional copies of the application are not required.

SECTION 8: Signature. Applications are required to be signed by an authorized representative of the applicant. Please note all application materials will be shared with the Province of BC and the BC FireSmart Committee.

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

Name: Guy Exley

Title: Community Forester

Signature:



Date:

December 5th 2018

An electronic or original signature is required.

2019 Community Resiliency Investment Program

FireSmart Community Funding & Supports

Worksheet 2: Proposed Fuel Management Activities

This worksheet is only required to be used for applications that include fuel management activities, including fuel management prescriptions, fuel management treatments and prescribed burns.

Please complete and return the worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri-swpi@ubcm.ca or (250) 356-2947.

SECTION 1: Applicant Information	CRI- <i>(for administrative use only)</i>
Local Government or First Nation: District of North Vancouver	Name of Project: Operational Fuel Treatments - Carmaria Crt. 2.4 Ha and Braemar/Dempsey 13 Ha

SECTION 2: General Project Information	
<p>1. Type and Location of Fuel Management Activities. As outlined in the Program & Application Guide, all activities must be primarily located within the applicant's administrative boundary. Please check all activities that you are applying for funding for:</p>	
<p>Local Government or First Nations Land</p> <p><input type="checkbox"/> Fuel management prescription(s)</p> <p><input type="checkbox"/> Fuel management treatment</p> <p><input type="checkbox"/> Prescribed burns primarily for fuel management objectives</p>	<p>Provincial Crown Land</p> <p><input type="checkbox"/> Fuel management prescription(s)</p> <p><input checked="" type="checkbox"/> Fuel management treatment</p> <p><input type="checkbox"/> Prescribed burns primarily for fuel management objectives</p>

SECTION 3: Detailed Project Information – Fuel Management Prescriptions
<p>Note: only complete this section if you are applying to develop prescriptions. If not, skip to Section 4</p>
<p>2. Description of Proposed Area. Please provide a description of the proposed treatment area(s) including the hectares to be assessed. If applicable, separate hectares on Provincial Crown land from hectares on First Nations land or local government land.</p>
<p>3. Rationale & Objectives. Please provide a rationale for the necessity of the proposed fuel treatment (e.g. improved suppression opportunities along main access corridor) and clearly defined objectives and target conditions for fuel management. This should include fuel reduction loading targets and measures for expected post-treatment fire behaviour outcomes (e.g. reducing crown fire initiation potential by XX and spread by XX from the adjacent stand by reducing surface fuel loading to XX and increasing height to live crown to XX).</p>

Additional information (e.g. fire history, weather trends, prevailing winds, etc.) that support the treatment as a priority to mitigate negative impacts to the identified values at risk is required to be submitted with Worksheet 2.

4. Cost Estimate.

Activities related to prescription or burn plan development, including any required assessments, wildfire modeling and information sharing with First Nations. Please describe:	\$
Site evaluation, including field reconnaissance, threat plots and data collection, and the evaluation of site access. Please describe:	\$
Lay out and traversing of proposed areas for treatments. Please describe:	\$
Preparation of all final report requirements, including maps, spatial data and metadata. Please describe:	\$
Sub-total:	\$
Cost per hectare:	\$

SECTION 4: Detailed Project Information – Fuel Management Treatment

Note: only complete this section if you are applying to undertake a fuel management treatment. Only complete Questions 5 and 6 if the treatment area is different than that described in Question 2 and 3 above.

- Description of Proposed Area.** Please provide a description of the proposed treatment area(s) including the gross and net hectares to be treated. If applicable, separate hectares on Provincial Crown land from hectares on First Nations land or local government land.

The proposed treatment areas are in the District of North Vancouver.
1. Carmaria Crt. 2.4 Ha (gross & net area).
2. Braemar/Dempsey 13 Ha (gross & net area).
- Rationale & Objectives.** Please provide a rationale for the necessity of the proposed fuel treatment (e.g. improved suppression opportunities along main access corridor) and clearly defined objectives and target conditions for fuel management. This should include fuel reduction loading targets and measures for expected post-treatment fire behaviour outcomes (e.g. reducing crown fire initiation potential by XX and spread by XX from the adjacent stand by reducing surface fuel loading to XX and increasing height to live crown to XX).

These areas extend and tie into the already completed landscape scale shaded fuel breaks.

Additional information (e.g. fire history, weather trends, prevailing winds, etc.) that supports the treatment as a priority to mitigate negative impacts to the identified values at risk is required to be submitted with Worksheet 2.

7. Residual Fibre. Please indicate and describe if you expect the removal of residual fibre from the treatment areas to a processing facility. If so, you will be required to provide a cost estimate for this activity in Question 9 below.

8. Information Sharing with First Nations. For Provincial Crown Land only, confirmation from the land manager that information sharing with First Nations has been completed.

An email from the land manager indicating that First Nations information sharing has been completed is required to be submitted with Worksheet 2.

9. Cost Estimate

Pre-treatment activities: activities required to obtain authorizations, danger tree assessments, notification to First Nations and stakeholders, and public engagement costs. Please describe:
Consultant Activities: Attend public, stakeholder and contractor bid site meeting meetings. Re-flagging treatment areas, pre-work meeting with Contractor to address safety documentation, workplan and project expectations. Projected cost total \$5,000

Carmaria Crt unit is within a defined slope hazard area that has had a past history of slope issues with adjacent residential properties. A professional geotechnical assessment will be required to review the prescription activities and make recommendations. The scope will be to review the prescription and any slope failure history; make site visits (potentially multiple), provide a sealed report for staff review and a post treatment restoration and sign off to ensure no residual issues. Please note the projected figure is based on a detailed investigation which may not be required if a preliminary review is satisfactory. Total projected cost = \$4,000 to \$10,000

In-kind costs associated with the project for District staff time involved in property line survey, access arrangements and signage

Community Forester project manager undertaking contractor, staff, public and stakeholder consultations/meetings, access/egress over private and public lands, complaints/concerns etc. 75hrs@ \$45/hr = \$3,375

Environmental staff x2 for sediment & erosion issues and restoration planting prescription development for Hoskins and Braemar Prk. 11hrs@ \$45/hr = \$495

Parks Field Arborist x1 to attend pre-treatment meeting to review the work areas and look at additional hazard tree removals outside the contractor's scope of works. 7.5hrs@ \$40/hr = \$300

Parks Trails & Habitat Coordinator to attend pre-meeting to review the areas of treatment, trail closures required and attend meeting with community groups such as North Shore Mountain Bikers. 7.5@ \$35/hr = \$262

Parks Staff x3 plus equipment for removal gates and fencing. 3hrs = projected cost \$299

\$ 26,073.00

<p>Sign maker x1 for 8x to 14x new wildfire public information signs (media department are looking to update the format to be consist with DNV public messaging). Projected cost = \$1000</p> <p>Surveyors for flagging private property lines to treatment areas to ensure no trespassing and removal/pruning of private trees. 227hrs@ \$34/hr = \$7,707</p> <p>Applicant administration costs directly related to fuel treatment activities.</p> <p>Purchasing x1 staff tender documents, bid process, addendums and purchase orders. 7.5hrs@ \$40/hr = \$300</p> <p>Admin support x1 staff public and stakeholder mail outs, meetings and workshops. 7.5hrs@ \$30/hr = \$225</p> <p>Media x2 staff update to wildfire signage, webpage updates, news release and media response. 30hrs@ \$37/hr = \$1,110</p> <p>Contractor to employ a qualified Wildlife/Danger Tree Assessor. Field cards to be submitted for review to qualified District staff before undertaking risk mitigation works. Circa 1 day = \$1000</p>	
<p>Treatments: pruning, thinning, tree felling, brushing, grazing, debris management and/or prescribed fire. Please describe:</p> <p>All costs based on recent completed fuel treatment Spring 2018.</p> <p>Pruning: Crown raising to minimum 3m above grade to reduce connectivity from structures and ground fuels.</p> <p>3 to 4 people 8hr work day total 15.4ha treatment @ \$933/ha total projected cost = \$14,462</p> <p>Tree Felling: All felling works is by hand due to ground conditions and local topography. Trees between 15cm up to maximum 17.5cm and larger identified danger trees.</p> <p>Certified faller and swamper used for 15cm diameter trees and above @ \$4433/ha.</p> <p>Certified Utility Arborist for trees adjacent to transimission lines west end of Braemar/Dempsey unit only. Circa \$250 to \$300 per hour for truck lift and 2x crew.</p> <p>Braemar/Dempsey 13.0ha = est. total 130 stems.</p> <p>Carmaria 2.4ha = est. total 390 stems</p> <p>Total projected cost 15.4ha = \$68,268</p> <p>Thinning: By hand (smallest trees first) from below to reduce ladder fuels to target densities. Maximum DBH of 17.5cm until target density rates has been achieved as specified in each of the Fuel Management Prescriptions approved for each plot. Tree thinning 15cm to 17.5cm dia already complete as described in line item above.</p> <p>Braemar Park/Dempsey 13.0ha@ \$8812/ha</p> <p>5cm dia = circa 1,240 stems</p>	<p>\$ 331,061.00</p> <p>\$ n/a</p>

<p>10cm = circa 80 stems</p> <p>Total projected cost = \$114,556</p> <p>Carmaria Crt 2.4ha@ \$8812/ha</p> <p>5cm dia = circa 100 stems</p> <p>10cm dia = circa 390 stems</p> <p>Total projected cost = \$21,149</p> <p>Debris Management: Removal of excess debris, chips and slash to Waste Transfer Station. Costs for removal of excess chips and hog fuel in recent contract were low as the Contractor was able to remove and dispose of chips and green waste at an extremely reduced rate when compared to historical projects undertaken by other Contractors for the same work. In this respect projected costs could range from \$10,000 to \$70,000.</p> <p>Debris chipped across units with the exception of riparian/wetland treatment areas with a 5m buffer using a tracked chipper for increased efficiency. Chips spread by hand to prescribed depths. Small critter piles within riparian/wetland areas to maximum of 5.</p> <p>Braemar/Dempsey 13.0ha@ \$6,664/ha projected total = \$86,632</p> <p>Carmaria Crt 2.4ha@ \$6,664/ha projected total = \$15,994</p> <p>Removal of residual fibre to a processing facility. Please describe and separate this cost from the overall treatment cost: n/a</p>	
<p>Post-treatment activities: completion of threat assessments (only for local government and First Nation land) and signage. Please describe: Media x1 staff webpage updates, news release and media response. 5hrs@ \$50/hr</p>	\$ 250.00
<p>Preparation of all final report requirements, including maps, spatial data and metadata. Please describe: Project Wildfire Consultant (B.A. Blackwell) to complete post treatment data requirements for sign off reporting. Projected costs based on recent treatment project sign off report 2018.</p> <p>Project Forester = \$65/hr</p> <p>Senior Project Forester = \$85/hr</p>	\$ 2,500.00
Sub-total:	\$ 359,884.00
Cost per hectare:	\$ 23,369.00
Total Proposed Cost for Fuel Management Activities:	\$ 359,884.00

2019 Community Resiliency Investment Program

FireSmart Community Funding & Supports

Worksheet 1: Proposed Activities & Budget

This worksheet is required to be completed for all applications.

Please complete and return the worksheet with the full FireSmart Community Funding & Supports application package. If you have any questions, contact cri-swpi@ubcm.ca or (250) 356-2947.

Instructions:

In Section 2 below, indicate the proposed activities, cost-estimate, outcomes and performance measures for each of the eligible activities (as identified in Table 1 of Section 4 of the Program & Application Guide) that you plan to undertake.

Cost Estimate: Provide a cost estimate for each proposed activity. Include information on how cost estimates were developed (i.e. estimated days of work, hourly/daily rates and types of equipment and estimated hours of use)

Proposed Outcomes: Provide information on the expected outcome of each proposed activity and list any policies, practices, plans or documents that will be developed or amended as a result of your project. As noted in the Program & Application Guide, higher application review scores will be given to projects that clearly increase community resiliency by undertaking community-based FireSmart planning and activities that reduce the community's risk from wildfire

Proposed Performance Measures: Indicate how the proposed activities will be evaluated, including the specific performance measures that will be used.

Worksheet 1: Proposed Activities & Budget

SECTION 1: Applicant Information	CRI- (for administrative use only)
Local Government or First Nation: District of North Vancouver	Name of Project: Operational Fuel Treatments - Carmaria Crt. 2.4 Ha and Braemar/Dempsey 13 Ha

SECTION 2: Proposed Activities
<p>1. Education.</p> <p>Proposed activities:</p> <p>Cost Estimate:</p> <p>Proposed outcomes:</p> <p>Performance measures, such as target attendance and/or number of hours at educational activities, Wildfire Community Preparedness Day and any FireSmart events; estimated completion date of application for FireSmart Canada Community Recognition:</p>
<p>2. Planning</p> <p>Proposed activities:</p> <p>Cost Estimate:</p> <p>Proposed outcomes:</p> <p>Performance measures, such as list of policies and plans that are proposed for review and/or amendment; target for number of completed assessments:</p> <p><i>Note: for CWPPS, include the number of hectares that threat assessments will be completed for. Refer to Appendix 4 for map and spatial data requirements for CWPPs</i></p>
<p>3. Development Considerations</p> <p>Proposed activities:</p> <p>Cost Estimate:</p> <p>Proposed outcomes:</p> <p>Performance measures, such as list of plans or development requirements that are proposed for review and/or amendment; number and location of target areas for development permit areas:</p>
<p>4. Interagency Cooperation</p> <p>Proposed activities:</p> <p>Cost Estimate:</p> <p>Proposed outcomes:</p>

Performance measures, such as estimated meeting frequency and attendance at planning tables or fuel management tables:

5. Emergency Planning

Proposed activities:

Cost Estimate:

Proposed outcomes:

Performance measures, such as estimated meeting frequency and attendance at meetings and exercises:

6. Cross Training

Proposed activities:

Cost Estimate:

Proposed outcomes:

Performance measures, such as estimated training frequency and attendance; list of professional development opportunities:

7. FireSmart Demonstration Projects

Proposed activities:

Cost Estimate:

Proposed outcomes:

Performance measures, such as the extent to which the recommendations in the FireSmart assessment will be achieved; the degree to which the hazard level will be reduced for the structure; the number of people informed by the required community education component:

Note: To be eligible for funding, the proposed structure must be designed for emergency response, such as an Emergency Operations Centre or emergency social services facility (i.e. reception centre, group lodging) and have a completed FireSmart assessment. In addition, demonstration projects must include a community education component.

FireSmart assessments are required to be submitted with the application.

8. FireSmart Activities for Private Land

Proposed activities:

Cost Estimate:

Proposed outcomes:

Performance measures, such as target for completed number of assessments; number and location of target areas for planning activities; target number and value for approved rebates; estimated frequency of debris disposal activities and the number of private land owners participating:

Note: Refer to Appendix 2 of the Program & Application Guide for funding requirements for rebate programs (if applicable)

9. Fuel & Vegetation Management

Worksheet 2 is required to be completed but the total cost estimate should be included here.

Cost Estimate: \$359,884.00

Note: Refer to Appendix 3 of the Program & Application Guide for funding requirements for fuel management and Appendix 4 for the requirements for maps and spatial data

10. Total Proposed Cost:

\$359,884.00

March 11, 2019

David Stuart, Chief Administrative Officer
 District of North Vancouver
 355 West Queens Road
 North Vancouver, BC, V7N 4N5

RE: 2019 CRI FireSmart Community Funding & Supports – Approval Agreement & Terms of Conditions of Funding – IN CONFIDENCE

Dear Mr. Stuart,

Thank you for submitting an application under the Community Resiliency Investment program for 2019 FireSmart Community Funding & Supports funding.

I am pleased to inform you **in confidence** that the Technical Review Committee and the BC FireSmart Committee recommended your project, *DNV 2019 Fuel Treatments*, for funding. A grant in the amount of \$100,000.00 has now been approved.

As outlined in the Program & Application Guide, grant payments will be issued when the approved project is complete and UBCM has received and approved the required final report and financial summary.

The Ministry of Forests, Lands, Natural Resource Operations and Rural Development has provided funding for this program and the general Terms & Conditions are attached. In addition, in order to satisfy the terms of the contribution agreement, we have the following requirements:

- (1) This approval agreement is required to be signed by the CAO or designate and returned to UBCM;
- (2) To provide the Province of BC with the opportunity to make announcements of funding approvals under this program, please keep information regarding this funding approval in confidence until April 8, 2019;
- (3) The funding is to be used solely for the purpose of the above named project and for the expenses itemized in your approved application;
- (4) All expenditures must meet eligibility requirements as defined in the Program & Application Guide;
- (5) All project activities must be completed within two years and no later than March 31, 2021;
- (6) The Final Report Form is required to be submitted to UBCM within 30 days of project end date and no later than April 30, 2021;

The Community Resiliency Investment program is funded by the Province of BC

- (7) Any unused funds must be returned to UBCM within 30 days following the project end date.
- (8) Projects that include the development or update of a Community Wildfire Protection Plan or a burn plan must use the templates identified in the Program & Application Guide.
- (9) Projects that include the development of a fuel management prescription must meet the minimum requirements identified in the Program & Application Guide.
- (10) Where applicable, projects that include fuel management activities on Provincial Crown land must meet the Forest Enhancement Society of BC contract tendering requirements.
- (11) A post-grant approval meeting with the local BCWS Wildfire Prevention Officer or FNESS Fuel Management Liaison/Specialist is required to be completed. Please contact Tony Botica at the Coastal Fire Centre to schedule this meeting.
- (12) For projects that include prescription development and fuel management treatment for the same treatment unit(s), the completed prescription must be reviewed and supported by a BCWS Wildfire Prevention Officer or FNESS Fuel Management Liaison/Specialist, and the interim reporting requirements identified in Appendix 3 of the Program & Application Guide must be met, prior to initiation of the treatment.
- (13) For projects that include a FireSmart rebate program, the requirements identified in Appendix 2 of the Program & Application Guide must be met.

Please note that descriptive information regarding successful applicants will be posted on the UBCM and/or provincial government websites, and all final report materials will be made available to the provincial government.

On behalf of the Technical Review Committee and BC FireSmart Committee, I would like to congratulate you for responding to this opportunity to reduce the risk and impact of wildfires in your community.

If you have any questions, please contact Local Government Program Services at 250 356-2947 or cri-swpi@ubcm.ca.

Sincerely,



Peter Ronald
Program Officer


cc: Guy Exley, Community Forester, District of North Vancouver
Tony Botica, Wildfire Prevention Officer, Coastal Fire Centre

Approval Agreement (to be signed by the CAO or designate)

I, DAVID STUART, have read and agree to the general Terms & Conditions and the requirements for funding under the 2019 CRI FireSmart Community Funding & Supports program.



Signature



Date

Please return a scanned copy of the signed Approval Agreement to cri-swpi@ubcm.ca

Local Government Program Services

General Funding Terms & Conditions

The purpose of the Terms & Conditions is to provide basic information on grants administered by the Union of BC Municipalities through Local Government Program Services (LGPS). For specific information regarding the requirements of each funding program, please refer to the relevant Program & Application Guide. For information regarding a specific project approved through LGPS, please refer to the approval letter.

1. Definitions

Approved Applicant: In general, LGPS grants are awarded to local governments (regional districts and municipalities) and, in some programs, First Nations. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.

Approved Partner(s): organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. This may include boards of education, health authorities, First Nations or aboriginal organizations, non-profit organizations and local governments (other than the applicant). Refer to program guides for requirements for partners in regional applications.

Approved Project: the activities described in the application and budget and approved by UBCM.

Cash Expenditures: direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partner for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.

Community Contribution: Some LGPS programs require cost-sharing. The community contribution is the portion of the approved project cost that is required to be provided by the approved applicant or an approved partner. This can be in cash or in-kind, but must be an eligible expenditure.

In-Kind Expenditures: the use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.

2. Eligible & Ineligible Expenditures

Eligible expenditures, including community contributions, are direct costs that are properly and reasonably incurred by the approved applicant or approved partner as part of the approved project.

To be eligible for grant funding, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM.

3. Grant Management & Applicant Responsibilities

Notice of Decision

All applicants will be informed of the status of their application by letter, generally within 90 days of the application deadline. Approved applicants will be informed of specific conditions of the grant approval and are required to sign and return a copy of the Approval Agreement.

Applicant Responsibilities

Approved applicants are responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline

- Providing proper fiscal management of the grant and approved project (see below)
- Submitting final reports as required by the Program & Application Guide (see below)

Accounting Records

Acceptable accounting records must be kept that clearly disclose the nature and amounts of eligible expenditures (cash and in-kind) incurred as part of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant.

In all cases, the final project expenditure must be net of any rebates (such as GST/PST) that the approved applicant or approved partner is eligible to receive.

Changes to or Cancellation of Approved Project

Any significant variation from the approved project as described in the approved application must be approved, including any major changes to:

- Start or end dates
- Cash and in-kind expenditures or matching funds (when required)
- Project purpose, goals, outcomes or milestones
- Project partners

If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program & Application Guide.

4. Reporting Requirements

Submission of Reports

Approved applicants are required to submit final reports as outlined in the Program & Application Guide. Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- Submit all documents as Word or PDF files. Note: files over 20mb cannot be accepted.
- Submit all digital photos or images as JPEG files. Note: files over 20mb cannot be accepted.
- If a hardcopy of the report is required, do not bind reports or submit in binders or folders.

Extensions and Outstanding Reports

In order for an approved project to continue past the approved end date – or for a final report to be submitted after the established deadline – approved applicants must contact UBCM to request and be granted permission for an extension.

Approved applicants that do not request extensions and have outstanding reports may forfeit the final payment of their grant and may not be eligible to apply to future LGPS programs until reports are received.

5. Recognition of Funding and Funders

Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact LGPS at (250) 356-2947.

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Memo

June 06, 2019

File: 13.6780/Infrastructure General/File

TO: Council

FROM: Guy Exley – Community Forester

SUBJECT: CWPP 2007 Wildland Urban Interface (WUI) Fire Risk Management Update

SUMMARY:

To update Council on the progress of implementing the current CWPP 2007 and Operational Fuel Treatment Program.

1. **Management update : Community Wildfire Protection Plan 2007**

- The 2007 CWPP contained 38 recommendations for management actions for the DNV to minimize risk associated with wildfire. A complete copy of the 96 page 2007 CWPP report is available in the Clerk's office and online at <http://www.dnv.org/programs-services/community-wildfire-protection-plan>.
- To date the DNV has completed 36 of the 38 recommendations.
- The two outstanding items remain, completion of all 70 ha of interface forest with high risk fuel types and the development of a post-fire rehabilitation plan.
- 54 ha of the total 70 ha of interface high risk forest identified has now been successfully treated through cost-sharing opportunities with UBCM (see Table 1 below).
- March 2019 DNV was approved for \$100,000 CRI funding contribution (Attachment 3) to treat the remaining 15.4 ha of higher risk interface area; Carmaria Crt & Braemar/Dempsey.
- The remaining fuel treatment area and the post fire plan are scheduled to be completed winter 2019/20.

Table 1. Summary of the DNV operational fuel treatment programme.

UBCM Approval Date	Status	Cost DNV	UBCM Funding	Total Cost	Location	Area (ha)
September 2007	Complete	\$19,210	\$17,500	\$36,710	Grousewoods	6.3
February 2010	Complete	\$24,150	\$67,500	\$91,650	Water Towers & Pumping Stations	5.1
June 2010	Complete	\$13,175	\$39,524	\$52,699	Roche Pt Park	3.6
June 2011	Complete	\$11,311	\$100,604	\$111,915	Hyannis Dr	7.6
July 2014	Complete	\$138,700	\$184,185	\$322,885	Owl, Malaspina & Skyline; Fire Hall #3; Badger & Indian River Cres	11.2

					Water Tower; North & South Sides of Indian River Rd	
October 2017	Complete	\$97,377	\$292,133	\$389,510	Braemar Pk & St. Mary's; Mountain Highway & Hoskins	16.5
n/a	Complete	\$94,659	n/a	\$94,659	Kirkstone Pk	4.0
March 2019	UBCM Funding Approved	\$260,000 ¹	\$100,000	\$360,000 ²	Carmaria Crt & Braemar/Dempsey	15.4
Totals		\$658,582	\$801,446	\$1,460,028		69.7

¹Final costs to be determined at post treatment sign off report

²Cost estimate UBCM application December 6th 2018

2. **CWPP Update 2019**

- The current CWPP is outdated and requires updating to the current 2017/18 Strategic Wildfire Prevention Initiative Standards CWPP template and Threat Assessment Guides & Worksheets.
- The completed fuel treatment areas and action items will be revisited and reviewed in the new CWPP.
- October 2017 the District received UBCM funding (Attachment 3) for a sum of \$21,821.25 or 75% of the total CWPP update costs of \$29,095. The District share is \$7,274.
- As required by Condition 3 of the approval letter, a meeting with the Province was undertaken February 20, 2018 to discuss the update requirements.
- The bid proposals were received August 23, 2018 and awarded at a cost of \$19,940 and funded in the 2018 financial plan.
- The update is underway with a UBCM funding completion date August 2019.

3. **Additional projects with CWPP Update: Forest Resilience and Rehabilitation Plans**

- Post-fire Rehabilitation Plan: primary objective is to undertake recommendation #36 of the current CWPP *Sections 7.6 Wildfire Rehabilitation Planning* and *8.6 Post Wildfire Rehabilitation Planning* requiring advanced planning for post-fire stabilization and rehabilitation response. This item has been awarded at a cost of \$20,020 funded in the 2018 financial plan.
- The Forest Resilience Plan: the objective is to review and expand the contiguous forest area management that fall outside the scope of the UBCM Operational Fuel Treatment funding criteria. The plan will provide recommendations to extended WUI buffer and build forest fire resilience through better health, structure, species composition and functional diversity through assisted regeneration techniques. This item has been awarded at a cost of \$10,030 funded in the 2018 financial plan.
- Both plans are deliverable fall 2019.

4. **CWPP Update Added Value: Wildfire Development Permit Area**

- Since the Wildfire Development Permit Area (DPA) was adopted by Council in 2012 (Schedule B to the current Official Community Plan) approximately 220

Wildfire Development Permits have been issued for the construction of new fire resilient buildings and landscaping.

- As an added value component, the appointed consultants will review and provide recommendations to update the Wildfire DPA.

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