

**DISTRICT OF NORTH VANCOUVER  
COUNCIL WORKSHOP**

Minutes of the Council Workshop for the District of North Vancouver held at 5:00 p.m. on Monday, May 13, 2019 in the Committee Room of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

**Present:** Mayor M. Little  
Councillor B. Forbes  
Councillor J. Back (5:01 p.m.)  
Councillor M. Bond (5:16 p.m.)  
Councillor M. Curren  
Councillor J. Hanson  
Councillor L. Muri

**Staff:** Mr. D. Stuart, Chief Administrative Officer  
Ms. C. Grant, General Manager – Corporate Services  
Mr. G. Joyce, General Manager – Engineering, Parks & Facilities  
Mr. D. Milburn, General Manager – Planning, Properties & Permits  
Mr. A. Wardell, General Manager – Finance & Technology  
Mr. B. Dwyer, Manager – Development Services  
Mr. J. Gordon, Manager – Administrative Services  
Ms. M. Welman, Manager – Strategic Communications & Community Relations  
Ms. N. Letchford, Senior Planner  
Ms. E. Moxon, Project Manager – Project Delivery  
Ms. A. Reiher, Confidential Council Clerk

**Also in**

**Attendance:** Mr. Jay Porter, Senior Project Manager, Ministry of Transportation & Infrastructure  
Mr. Bryan Bydwell, B. Bydwell Consulting Services

**1. ADOPTION OF THE AGENDA**

**1.1. May 13, 2019 Council Workshop Agenda**

**MOVED by Councillor FORBES  
SECONDED by Councillor MURI**

THAT the agenda for the May 13, 2019 Council Workshop is adopted as circulated.

**CARRIED**

Absent for Vote: Councillors BACK and BOND

**2. ADOPTION OF MINUTES**

**2.1. April 8, 2019 Council Workshop**

This item was withdrawn from the agenda.

Councillor BACK arrived at this point in the proceedings. (5:01 p.m.)

## **2.2. April 16, 2019 Council Workshop**

**MOVED by Councillor  
SECONDED by Councillor**

THAT the minutes of the April 16, 2019 Council Workshop are adopted.

**CARRIED**

Absent for Vote: Councillor BOND

## **3. REPORTS FROM COUNCIL OR STAFF**

### **3.1. MOTI Lower Lynn Improvements Project – Phases 1, 2, 3 and 4 Update**

File No. 11.5250.20/092.000

Mr. Jay Porter, Senior Project Manager, Ministry of Transportation and Infrastructure (MoTI), provided an overview of the Lower Lynn improvement project. He presented a map highlighting the project and various phases of work. He reported that the completion of the Mountain Highway Interchange is projected for the summer of 2019 and the Keith Road/Mt. Seymour Parkway Interchange construction completion is projected for fall 2021.

Mr. Porter spoke about expected impacts during construction including traffic changes, tree removal and night-time work. He advised that environmental enhancements include the planting of 7,400 trees and 31,000 shrubs after the completion of the Lynn Creek Connectivity Improvement Project.

Mr. Porter provided an overview of traffic pattern changes over the next three years and discussed the closure of Highway 1 exit 22A. He spoke about the upcoming Highway 1 detour onto the new Lynn Creek north bridge to allow the existing Lynn Creek Bridge to be rehabilitated. He spoke about improved sightlines for westbound highway traffic from the removal of the old Mountain Highway Overpass, the new eastbound Mountain Highway off-ramp that will open summer 2019, and the elimination of the eastbound Highway 1 Dollarton merge as part of the next phase of construction.

Councillor BOND arrived at this point in the proceedings. (5:16 p.m.)

Mr. Porter spoke about communication initiatives including residential notices, social media, web updates, advertisements, stakeholder meetings and community outreach. He presented a graph showing projected benefits for reduced travel time during peak hours for eastbound and westbound traffic. Mr. Porter provided an overview of the adaptive signal system proposed for Main Street/Dollarton Highway Interchange and transit queue jumper for buses from Phibbs Exchange.

Mr. Porter reported that Keith Creek will be relocated further from the highway and that benefits include opportunities for additional spawning habitat, improved water quality and fish-passable culverts under Highway 1 and Mountain Highway. He discussed the enhancements to trails, including environmental fencing along a four metre wide gravel trail and the removal of invasive species. He noted that there will be a one kilometre retaining wall along the highway which will mitigate sound.

He also provided an overview of cycling and pedestrian connectivity improvements through sidewalks, multi-use pathways and bike paths.

Mr. Porter advised that underground utility improvements include the replacement and upgrade of the District water main at the intersection of Highway 1 and Mountain Highway. He reported that Metro Vancouver's sanitary sewer lines underneath Highway 1 have been replaced and upgraded. The District's fibre optic network has been upgraded as well as third-party utilities including Telus, BC Hydro, Shaw and Fortis.

In response to questions from Council, Mr. Porter advised that:

- The transit queue jumper is a new feature on the Dollarton on-ramp;
- Keith Road eastbound will have a left turn storage reutilized for through traffic until the final lane configuration is in place in 2020;
- The Keith Road reconfiguration from two lanes westbound to one lane will provide a safe space for cyclists;
- Once all lights are synchronized and working together, traffic flow is expected to improve;
- Riverside Drive is part of a future phase and traffic patterns are expected to change within the next year; and,
- Tree replacement ratio in the Keith Creek area is 4:1 and the replacement trees will be native species.

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

- Commented about the need to understand the peak hour traffic benefits and to ensure that signals at all key intersections are synchronized;
- Suggested that the project model be extended to include the downstream effects and that the model is revisited at project completion in 2021 and again in 2031 to determine if predictions were achieved;
- Commented about trip and travel time data for given travel pattern changes;
- Commented about the Dollarton on-ramp transit queue jumper and the impact of the adaptive ramp signals to Main Street and Dollarton Highway traffic;
- Requested that cyclist and pedestrian safety be considered; and,
- Expressed concern regarding cyclist and pedestrian safety along Riverside Drive.

Public Input:

Ms. Katherine Fagerlund, 1800 Block Deep Cove Road:

- Commented favourably about the Main Street on-ramp and queried if there will be a barrier.

Mr. Peter Teevan, 1900 Block Indian River Crescent:

- Expressed concern about traffic going off of Mount Seymour Parkway, Mountain Highway and the location of off-ramps; and,
- Suggested that Community Associations be seen as stakeholders.

**MOVED by Councillor MURI**  
**SECONDED by Councillor BACK**

THAT the May 3, 2019 report of the Project Engineer entitled MOTI Lower Lynn Improvements Project – Phase 1,2,3 and 4 Update is received for information.

**CARRIED**

**3.2. Official Community Plan (OCP) Targeted Review – Scope, Timeline and Budget**

File No. 13.6480.30/002.002

Mr. Bryan Bydwell, B. Bydwell Consulting Services, provided an overview of the scope, timeline and budget of the targeted review approach for the Official Community Plan (OCP). He advised that the targeted approach reviews the existing vision and goals, strategic direction and policies as well as emerging issues since implementation of the OCP in 2011. The review will include white papers on housing, transportation, climate change and economy and employment lands, in conjunction with an action plan. These will provide short and mid-term direction and identify potential areas for revision, such as new policy or updates to current targets and identify challenges and opportunities.

Mayor LITTLE left the meeting at this point in the proceedings and Acting Mayor HANSON assumed the Chair. (6:15 p.m.)

Mr. Bydwell advised that the white paper on housing will explore housing diversity with an emphasis on social housing. It will also explore strategies to achieve housing goals outlined in the OCP, such as:

- Rental only zoning;
- Affordability correlation to alternate transportation choices;
- Infill options;
- Density bonus; and,
- Alternative ownership models.

Mr. Bydwell noted that the transportation white paper will address transportation constraints, road congestion challenges, bike share programs and autonomous vehicles. He spoke about transportation and its link to housing affordability and economic vibrancy. Mr. Bydwell advised that the white paper will also explore the recommendations of the Integrated North Shore Transportation Planning Project (INSTPP), including:

- B-lines and transit priority measures;
- Pedestrian and cycling networks;
- Transit infrastructure at bridgeheads and key corridors;
- Integrating land use and transportation planning; and,
- Implementing an inter-regional transit service between Squamish and Metro Vancouver.

Mr. Bydwell provided an overview of the climate change white paper and noted the District's transformational goal to achieve net zero green house gas emissions by 2050. He advised that the white paper will identify strategies to achieve the 2050 target including a reduction of energy consumption and actions for climate change

mitigation such as zero emission buildings, zero emission vehicles and adaptation to sea level rise.

Mr. Bydwell discussed the economy and employment lands white paper and noted that a vibrant local business economy is interconnected with diverse and affordable housing options and accessible transportation. The white paper will identify strategies to mitigate impacts of escalating assessments, land values and the displacement of small businesses. It will explore land use policies, opportunities to grow local businesses, commercial, industrial and retail land use designations and the goals to achieve liveable town centres.

Mr. Bydwell provided an overview of the timeline, public engagement and Council check-in's at milestone phases of the OCP review and advised that it is estimated to take approximately twelve to fourteen months.

Mayor LITTLE returned to the meeting at 6:21 p.m and assumed the Chair.

He advised that the estimated budget ranges from \$360,000 to \$396,000 and includes the recruitment of subject matter experts, publication and communication costs.

In response to questions from Council, staff advised that;

- The budget for the original OCP was \$1 million;
- Some of the OCP work is specialty-type work and that recruiting has commenced for the hiring of consultants;
- Staff will be involved in the OCP work along with consultant support, however, the Planning Department is recruiting to fill vacancies;
- CAC expenditures will be reported to Council before summer of 2019;
- Council will be consulted about the questions for public engagement and the results of the survey will be presented to Council;
- Although there are many parallels with the Community Energy and Emission Plan (CEEP) and OCP review white papers, action items will be addressed in the climate change white paper;
- Policy direction will continue to be sought from Council for housing and environmental applications; and,
- Long-term goals can be implemented as part of the OCP review.

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

- Commented about the affordable housing models and the definition of affordability;
- Commented about the role of the Housing Task Force and the different social groups they represent in the District;
- Expressed support of the OCP targeted review proposal, choice of topics and budget;
- Commented about the proposed public engagement, suggested that public opinion can be gauged by feedback heard during the general election in 2018 and suggested that care be taken to ensure accurate results;
- Spoke about the climate emergency and the desire to see action items in the white paper;

- Commented about CEEP and its targets and suggested that every bylaw and policy be reviewed for targeted actions;
- Expressed concern about the estimated budget and the commitment by the Council to support areas that will be identified by the white papers;
- Stated that there is not a moratorium on development in the District;
- Suggested that a long-term OCP be created to be aligned with Metro Vancouver and TransLink long-term plans;
- Suggested that public engagement include those that did not vote in the recent general election so that their opinions may be heard;
- Requested holidays and summer breaks be respected in terms of OCP work and communication with residents;

Council recessed at 6:59 p.m. and reconvened at 7:09 p.m.

- Commented about the need to provide residents with regular updates on the District website and social media;
- Suggested that the District Council represents different groups in the community and the need to include their thoughts in the OCP review;
- Suggested that there is a struggle for affordability and housing in all age categories;
- Commented about the practise in the United States to reclaim land in order to provide future support for the environment as part of a climate crisis initiative;
- Commented about transportation alternatives in San Francisco and comparisons to Metro Vancouver and where lessons can be learned; and,
- Commented about corporate emissions and suggested that measures need to become more specific.

There was a consensus of Council that:

- The May 2, 2019 report from the Senior Community Planner entitled Official Community Plan (OCP) Targeted Review – Scope, Timeline, and Budget is received for information;
- The scope, timeline and budget outlined in the May 2, 2019 report from the Senior Community Planner entitled Official Community Plan (OCP) Targeted Review – Scope, Timeline, and Budget is endorsed; and,
- Staff present this at the next regular meeting of council for formal approval.

Public Input:

Mr. Peter Teevan, 1900 Block Indian River Crescent:

- Commented about INSTPP findings and queried if the transportation white paper will include District transportation priorities; and,
- Spoke about underrepresented demographics and the former residents of Emery Place.

Ms. Linda Melville, 2200 Block Old Dollarton Road:

- Thanked Council for their approach to Council meetings and public input;
- Queried if a sub-category for growth in the District is included in the OCP review and suggested a workshop on this topic;
- Queried about the sub-categories of the economy and employment lands white paper; and,

- Suggested that Maplewood lands should be visited by Council, spoke about the importance of research and for public understanding of the OCP.

Mr. Corrie Kost, 2800 Block Colwood Drive:

- Commented about rental-only zoning in the OCP and suggested that this was recently authorized by the Province; and,
- Commented about long-term planning.

### **3.3. Council Procedure Bylaw Review**

File No. 01.0115.30/002.000

Mr. James Gordon, Municipal Clerk, provided an overview of the Council Procedure Bylaw, including potential areas for change and discussed housekeeping items for Council review. He commented about the frequency of Regular Council meetings and advised that the bylaw specifies a minimum number of meetings. The schedule is approved annually by Council and if additional meetings are required, they may be added at any point in the year on a discretionary basis; appropriate notice for the addition of meetings is then provided to the public.

Mr. Gordon spoke regarding electronic meeting participation and the need to ensure a presiding officer and quorum are present in the room. He discussed the proposal of the addition of section 8(e) as an emergency provision to allow the waiver of a twenty-four hour notice requirement for urgent circumstances to accommodate all of Council participating by telephone.

Mr. Gordon discussed public input procedures and queried if Council wishes to prioritize agenda items versus non-agenda items. He spoke regarding Council speaking times and advised that speaking time allotments are four minutes for a first opportunity and two minutes for a second opportunity. If a Councillor poses a question to staff, it is proposed that the timer is paused to allow staff to respond.

Mr. Gordon commented about bylaw readings and probed Council's desire to debate bylaws at first, second, third reading and adoption. He proposed that the subsection be amended to provide further clarity on debate opportunities. Mr. Gordon commented about tie votes and suggested that if a motion is defeated on a tie vote, a provision be provided for Council to reconsider the defeated resolution.

Mr. Gordon discussed Committee of the Whole meetings and suggested that the meeting structure remain as is. He provided an overview of Public Hearings and the statutory requirements and proposed that clarity be brought to the order of business, questions from speakers and questions from Councillors. He proposed that answers to questions from speakers be sought through the Chair. It is also proposed that questions from Councillors be submitted to staff in writing with responses provided periodically at the Mayor's discretion. He further suggested that a time limit for presentations by staff and the applicant be limited to fifteen minutes.

In response to a question from Council, staff advised that the Clerk will receive suggestions for any other amendments by email.

In response to a question from Council, staff advised that there are no restrictions in the *Community Charter* as to whether a Councillor may participate in a meeting electronically and that it is at the discretion of Council.

Councillor MURI left the meeting at 7:58 p.m. and returned at 8:00 p.m.

In response to a question from Council, staff advised that delegations are provided five minutes for their presentation after which Council may ask questions.

Council directed that the bylaw be amended to include restrictions that delegations cannot make requests for funding or rezoning.

In response to a question from Council, staff advised that there are thirty minutes allocated for public input at Regular Council meetings. The Chair may use discretion regarding the speakers list and the list has never been restricted to local residents and businesses only.

In response to a question from Council, staff advised that a copy of the speakers list may be provided to Council at the start of the meeting.

In response to a question from Council, staff advised that staff reports are required to be submitted ten days prior to agenda compilation deadline.

In response to a question from Council, staff advised Public Hearings minutes, as per the *Local Government Act* are a report summarizing a meeting and that a similar process is used for Council Meetings. Minutes are not verbatim and comments are captured in point form. If there is a complaint about the minutes, there is an independent review process where the minutes are listened to by a Clerk that did not take the original set of minutes. Depending on the results of the independent review, the minutes may be revised.

In response to a question from Council, staff advised that if a report is provided at a Public Hearing, it will be referenced in the minutes, but not included as an attachment.

In response to a question from Council, staff advised that if a Councillor did not attend a Public Hearing, they may still vote on the bylaw if they were provided the Public Hearing minutes. When a bylaw returns for second and third readings, the minutes are attached to the staff report.

In response to a question from Council, staff advised that members of the public may speak subsequent times at a Public Hearing as long as they are not repeating themselves and contribute new information. If there are many individuals speaking to the same point, this is permissible.

In response to a question from Council, staff advised that there is no requirement to provide a name or address to speak at a Public Hearing.

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

- That there be no debate or amendment to a bylaw at adoption;



- Commented that Council procedures can be varied by Council, whereas statutory procedures cannot be varied;
- Suggested that individual Councillors use judgment when considering participating in a meeting electronically;
- Suggested that the Chair not advise of the reason for a Councillors absence, unless specifically requested by the absent Councillor;
- Suggested that one proclamation per meeting is suitable and that there is a place for them;
- Commented about delegations, their time requirement in a Regular Council meeting and suggested that there be one delegation per meeting;
- Commented that public input be restricted to regular reports and not delegations;
- Suggested that public input speaking time be reduced to two minutes from three minutes to increase the number able to speak;
- Suggested that public input be at the beginning of a meeting and that priority be given to agenda items;
- Suggested that non-agenda items should be facilitated to listen to community concerns;
- Suggested that those who attend Council Workshops should have a way to sign up to speak at a Regular Council meeting;
- Expressed support for three minutes of public input;
- Suggested that electronic public input may be a way to include public input at a meeting;
- Suggested that the end of a Council meeting may not be a conducive time to listen to public input;
- Suggested that reports and agendas be produced earlier, possibly a Monday rather than a Wednesday;
- Commented about the need for Councillors to be sensitive to Council report requests to staff;
- Commented about the way in which Councillors request a workshop;
- Expressed concern about the timeliness to answers to Council questions and that the information is necessary for informed decisions;
- Suggested that bylaws be debated on first, second and third reading and not at adoption;
- Suggested that many of the presentations at Committee of the Whole could be presented at Regular Council meetings;
- Suggested that the appropriate place for Council reports are at Regular Council meetings;
- Suggested there needs to be a majority of Council to request a workshop on a particular topic;
- Commented about the formality of the Public Hearing and requested that it not be treated as an informal meeting;
- Expressed concern that staff presentations and presentation by a developer at Public Hearings are usually similar and suggested that the staff presentation provide the pros and cons of the project and that ten minutes for both presentations is sufficient;
- Queried if questions should be emailed to staff to retain a record;
- Commented about hyperlinks on Council agendas; and,

Councillor MURI left the meeting at this point in the proceedings. (9:57 p.m.)

- Suggested that Public Hearings not be held on subsequent nights.

Public Input:

Mr. Corrie Kost, 2800 Block Colwood Drive:

- Commented about his enjoyment at attending Council meetings; and,

Councillor MURI returned to the meeting at 10:00 p.m.

- Commented about the difficulties in obtaining a hardcopy version of the *Local Government Act* and advised that the Act will soon be accessible on the NVCAN website.

Mr. Peter Teevan, 1900 Block Indian River Crescent:

- Spoke about proclamations and suggested these be promoted on social media platforms;
- Commented about public input sign-up and suggested that a delegation agenda item not be provided with public input opportunities during sign-up;
- Expressed concern regarding the Regular Council agenda distribution;
- Suggested that public input times be respected so that individuals may plan to speak for a certain period of time; and,
- Expressed concern about the line-up for public input and suggested that a token system determine the public input order and that chairs be provided.

#### 4. ADJOURNMENT

**MOVED by Councillor MURI**

**SECONDED by Councillor FORBES**

THAT the May 13, 2019 Council Workshop is adjourned.

**CARRIED**  
(10:12 p.m.)

  
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Mayor

  
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Municipal Clerk