

**DISTRICT OF NORTH VANCOUVER  
COUNCIL WORKSHOP**

Minutes of the Council Workshop for the District of North Vancouver held at 5:04 p.m. on Monday, June 24, 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 (5:11 p.m.)  
Councillor M. Bond  
Councillor M. Curren  
Councillor J. Hanson  
Councillor L. Muri

**Staff:** Mr. D. Stuart, Chief Administrative Officer  
Ms. C. Grant, General Manager – Corporate Services  
Mr. D. Milburn, General Manager – Planning, Properties & Permits  
Mr. A. Wardell, General Manager – Finance & Technology  
Mr. J. Gordon, Manager – Administrative Services  
Mr. S. Ono, Manager – Engineering Services  
Mr. R. Boase, Section Manager – Environmental Sustainability (Operations)  
Ms. E. Nassichuk, Environmental Protection Officer  
Ms. A. Reiher, Confidential Council Clerk

**1. ADOPTION OF THE AGENDA**

**1.1. June 24, 2019 Council Workshop Agenda**

**MOVED by Councillor MURI**

**SECONDED by Councillor CURREN**

THAT the agenda for the June 24, 2019 Council Workshop is adopted as circulated.

**CARRIED**

Absent for Vote: Councillor BACK

**2. ADOPTION OF MINUTES**

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

**MOVED by Councillor FORBES**

**SECONDED by Councillor MURI**

THAT the minutes of the April 8, 2019 Council Workshop are adopted.

**CARRIED**

Absent for Vote: Councillor BACK

**2.2. April 29, 2019 Council Workshop**

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

THAT the minutes of the April 29, 2019 Council Workshop are adopted.

**CARRIED**

Absent for Vote: Councillor BACK

**2.3. May 13, 2019 Council Workshop**

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

THAT the minutes of the May 13, 2019 Council Workshop are adopted.

**CARRIED**

Absent for Vote: Councillor BACK

**3. REPORTS FROM COUNCIL OR STAFF**

**3.1. Council Procedure Bylaw Review – Part 2**

File No. 01.0115.30/002.000

As a continuation of the May 13, 2019 Council Workshop discussion on possible amendments to the Council Procedure Bylaw, Mr. James Gordon, Municipal Clerk, provided an overview of the bylaw, previous amendments directed by Council and housekeeping amendments yet to be considered.

In reviewing previously agreed to amendments, he commented on:

- Changes to the speakers list that will see the prioritization of speakers on agenda items over speakers on non-agenda items within the thirty minute public input session;
- Council's request that agendas be distributed to members of Council on the Monday prior to a meeting and to the public the following day;
- No electronic participation by Council members at public hearings;
- Staff and applicant presentations at public hearings will be limited to fifteen minutes; and,
- Delegations remain at five minutes maximum speaking time and are limited to one per meeting with the Mayor having discretion to permit a second delegation if necessary.

Mr. Gordon then covered proposed housekeeping amendments as follows:

- Council rejected the proposal to add a clause permitting meetings outside the municipal boundary;
- Minute taking standards are a summary of the meeting and not verbatim;
- The mover and seconder of each motion will be recorded in the minutes;
- The section "Any Other Business" will be deleted from the order of business as items to be added to an agenda are to be voted on under "Approval of the Agenda";

- In keeping with proper parliamentary procedure, only primary and secondary amendments to a main motion will be permitted; and,
- Council rejected the requirement for a motion to be on the floor before debate.

Council further directed that public hearings end at 10:30 pm unless a majority of Council vote to carry on to 11:00 pm at which time a unanimous vote is required to carry on.

In response to a question from Council regarding delegation requests, staff advised that the wording in the bylaw, on the delegation request form and information on the web will be updated to state that requests for financial assistance and development application approvals may not be a part of the delegation.

In response to a question from Council regarding inconsistent redaction practises for Public Hearing input, staff advised that redaction procedures have evolved and that any information submitted by a member of the public is made available to Council in an un-redacted format, and when publicly released, is redacted.

In response to a question from Council in regards to Council reports, staff advised that a report template could be provided making three recommendations: that the item be referred to a workshop; the item be referred to staff to report back; or, that the issue receive no further action.

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

- That electronic meeting participation be in exceptional circumstances only;

Councillor BACK arrived at this point in the proceedings. (5:11 p.m.)

- The need for the Administrative Assistant to Council and Executive Assistant to the Mayor to understand collective scheduling constraints and agenda items to ensure the efficiency of schedules;
- Suggested that delegation requests be reviewed for relevance;
- Requested that presentations by staff be made available to Council in advance of the meeting;
- Requested that follow-up motions be presented on table;
- Suggested that Public Hearing hours be extended to provide further public input opportunities and that the audience be polled every hour to determine those wishing to speak; and,
- Stated support for a template for Council reports that ascertains the support of a majority of Council before further debate.

### **3.2. Erosion & Sediment Control for Single Family Development**

File No. 13.6770/Sediment & Erosion Control/File

Councillor BOND left the meeting at 6:11 p.m. and returned at 6:12 p.m.

Mr. Richard Boase, Section Manager – Environmental Sustainability (Operations), provided an overview of the Environmental Sustainability Department and advised they are responsible for issuing permits, enforcing regulations, overseeing tree

related work and community wildfire protection. He advised that the Department is comprised of five members of which four positions are actively involved in erosion and sediment control management and enforcement.

Ms. Erika Nassichuk, Environmental Protection Officer, provided an overview of erosion and sediment control issues, hazards and concerns. She advised that erosion and sediment from poorly managed construction sites can cause sediment laden water to enter storm sewers that abrade sewer pipes, shortens their life cycle and reduce pipe capacity. Most District storm sewers discharge to waters habited by fish and cause problems such as:

- Smothering incubating eggs, depriving them of oxygen;
- Preventing fish from seeing their food as fish are visual hunters; and,
- Impact fish gills used in their respiratory systems.

Ms. Nassichuk noted the District has been a leader in municipal erosion and sediment control since 1993 with the adoption of the Environmental Protection & Preservation Bylaw 6515. The bylaw clarifies that the storm sewer network is defined as a stream and that pollution of the storm sewer is considered an offence.

Mr. Boase commented about the Streamside Protection Development Permit Area (DPA) adopted in 2008 that allows the District to regulate activity in riparian corridors which was previously not regulated. He noted that the 2011 Official Community Plan contained an amended Streamside Protection DPA, an updated Natural Environment DPA and Natural Hazard DPA's for slope, creek and wildfire protection. The DPA's provide additional erosion and sediment control oversight to ensure that guidelines and best management practices are being followed.

Ms. Nassichuk advised that Construction Bylaw 8271, adopted in 2017, has been effective in preventing the release of unwanted sediment and sediment laden water onto the road and in to the storm sewer network.

Councillor CURREN left the meeting at this point of the proceedings. (6:23 p.m.)

Ms. Nassichuk commented about erosion and sediment control program requirements and those used by other municipalities. She advised that an erosion and sediment control inspection is required for all building projects associated with soil permits. The inspection is tracked using the District's EnerGov permitting program.

Mr. Boase spoke about the need to improve the District's educational outreach regarding erosion and sediment control. He advised that staff are interested in continued improvements to the erosion and sediment control program and discussed various recommendations for further improvement.

Councillor CURREN returned to the meeting at 6:25 p.m.

Mr. Boase advised that staff are investigating a wet weather forecast tool to warn contractors of pending wet weather and send a reminder that preventive measures should be in place, as used in the City of Coquitlam. He noted that the Environmental Protection and Preservation Bylaw uses Total Suspended Solids (TSS) as the limit for sediment in water and that staff would like to change this to

the Nephelometric Turbidity Units (NTU) threshold criteria. Another bylaw amendment suggestion is to increase the fine for the discharge of fouling material from \$250 to \$500.

Councillor Muri discussed the need to review tools available to the District to enforce sediment and erosion control measures for single-family homes. She presented pictures exemplifying construction sites that are not well managed and noted that further education needs to be provided to the community regarding best practises to prevent further incidents. She also presented pictures of sediment deposits in local creeks.

Public Input:

Mr. Corrie Kost, 2800 Block Colwood Drive:

- Commented about combined sewer and storm water systems in North Vancouver;
- Recommended that as part of the Council Procedure Bylaw, those wishing to speak during public input divulge whether or not they are a District resident;
- Commented about Public Hearing quorum as per the *Local Government Act*; and,
- Requested clarification regarding inappropriate behaviour during Council meetings.

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

- The need for risk based performance monitoring and educational material; and,
- The need to provide visual aids or video to encourage best practises for single-family construction sites.

Mr. David Stuart, Chief Administrative Officer, reported on:

- A request for funding for the partnership between the RCMP and First Nations to erect a totem pole at the North Vancouver RCMP Detachment in an effort to recognize missing and murdered Indigenous women; and,
- A request by Councillor Muri to Metro Vancouver to look into the possibly of a tertiary treatment plant.

#### 4. ADJOURNMENT

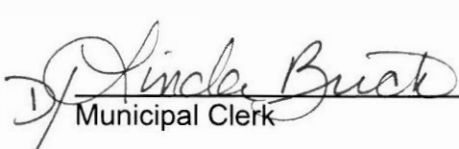
**MOVED by Councillor MURI**

**SECONDED by Councillor BACK**

THAT the June 24, 2019 Council Workshop is adjourned.

**CARRIED**  
(6:53 p.m.)

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Mayor

  
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Municipal Clerk