

AGENDA

REGULAR MEETING OF COUNCIL

Monday, September 30, 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, September 30, 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. September 30, 2019 Regular Meeting Agenda

Recommendation:

THAT the agenda for the September 30, 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

6. ADOPTION OF MINUTES

6.1. September 9, 2019 Regular Council Meeting

p. 11-17

Recommendation:

THAT the minutes of the September 9, 2019 Regular Council meeting are adopted.

7. RELEASE OF CLOSED MEETING DECISIONS

8. COUNCIL WORKSHOP REPORT

9. REPORTS FROM COUNCIL OR STAFF

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

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

Recommendation:

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

9.1. Bylaw 8379: 2020 – 2023 Taxation Exemptions by Council **p. 21-56**
File No. 05.1930/2019

Staff Report: Community Planner and Acting Manager, Financial Services,
September 19, 2019

Attachment 1: Bylaw 8379

Attachment 2: Taxation Exemptions by Council Guidelines Policy

Attachment 3: Conditions of Exemption Agreement (Capilano Tennis Club)

Attachment 4: List of proposed 2020-2023 Permissive Taxation Exemptions by
Council

Recommendation:

THAT “2020-2023 Taxation Exemptions by Council Bylaw 8379, 2019” is given FIRST, SECOND, and THIRD Readings;

AND THAT The Mayor and Clerk are authorized to execute the Conditions of Exemption Agreement with the Capilano Tennis Club;

AND THAT Prior to considering adoption of Bylaw 8379, the Clerk is directed to provide public notice in accordance with Section 227 of the *Community Charter*.

9.2. Bylaw 8380: Taxation Exemptions for Place of Public Worship **p. 57-72**
File No. 05.1930

Staff Report: Community Planner and Acting Manager, Financial Services,
September 20, 2019

Attachment 1: Bylaw 8380

Attachment 2: List of proposed 2020-2023 Permissive Taxation Exemptions by
Council for Accessory Buildings – Bylaw Section 4

Recommendation:

THAT “2020-2023 Taxation Exemptions for Places of Public Worship Bylaw 8380, 2019” is given FIRST, SECOND, and THIRD Readings.

- 9.3. Bylaw 8384: 2020 Taxation Exemption for North Vancouver Museum and Archives Warehouse Facility** **p. 73-76**
File No. 05.1930

Staff Report: Manager – Revenue and Taxation, August 9, 2019
Attachment 1: Bylaw 8384

Recommendation:

THAT “2020 Taxation Exemption for North Vancouver Museum and Archives Warehouse Facility Bylaw 8384, 2019” is given FIRST, SECOND, and THIRD Readings.

- 9.4. Bylaw 8395: Council Procedure Bylaw Amendment** **p. 77-110**
File No. 01.0115.30/002.000

Staff Report: Municipal Clerk, August 20, 2019
Attachment 1: Table of Changes to Council Procedure Bylaw 2004
Attachment 2: Bylaw 8395
Attachment 3: Length of Council Meetings Policy
Attachment 4: Availability of Agenda Reports to the Public
Attachment 5: Council Reports: Deadlines and Formats Policy

Recommendation:

THAT “Council Procedure Bylaw 2004, Amendment Bylaw 8395, 2019 (Amendment 6)” is given FIRST, SECOND and THIRD Readings.

- 9.5. Bylaws 8397, 8398 and 8399: Bylaws 8397, 8398, and 8399: OCP Amendment, Rezoning, and DCC Waiver for 600 West Queens Road - To permit a Neighbourhood Park and Four-Storey Building with Low to Moderate Income Rental Housing and a Seniors' Care Facility** **p. 111-136**
File No. 08.3060.20/045.19

Staff Report: Development Planner and Parks Planner, September 20, 2019
Attachment 1: Preferred Neighbourhood Park Conceptual Design
Attachment 2: Bylaw 8397
Attachment 3: Bylaw 8398
Attachment 4: Bylaw 8399

Recommendation:

THAT “District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8397, 2019 (Amendment 38)” is given FIRST Reading;

AND THAT “District of North Vancouver Rezoning Bylaw 1388 (Bylaw 8398)” is given FIRST Reading;

AND THAT “600 West Queens Road Development Cost Charges Waiver Bylaw 8399, 2019” is given FIRST, SECOND and THIRD Readings;

AND THAT pursuant to Section 475 and Section 476 of the *Local Government Act*, additional consultation is not required beyond that already undertaken with respect to Bylaw 8397;

AND THAT in accordance with Section 477 of the *Local Government Act*, Council has considered Bylaw 8397 in conjunction with its Financial Plan and applicable Waste Management Plans;

AND THAT Bylaw 8397 and Bylaw 8398 are referred to a Public Hearing.

9.6. Handsworth Secondary School – 1044 Edgewood Road – p. 137-141
Track and Field Feasibility Study
File No. 13.6660.01/000.000

Staff Report: Manager – Parks, September 18, 2019

Recommendation:

THAT Staff is directed to:

- a) Pursue a partnership with the North Vancouver School District to fund and construct a new track and field at Handsworth Secondary School, with an equal funding contribution from the District of North Vancouver and North Vancouver School District;

OR

- b) Pursue a partnership with the North Vancouver School District to fund and construct a new track and field at Handsworth Secondary School, with an equal funding contribution from the District of North Vancouver and North Vancouver School District and external funding to include Federal and Provincial grant opportunities;

OR

- c) Not pursue funding and construction of a new replacement track and field at Handsworth Secondary School.

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. Board – Councillor Muri

10.4.5. Regional Parks Committee – 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 September 30, 2019 Regular Meeting of Council for the District of North Vancouver is adjourned.

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MINUTES

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DISTRICT OF NORTH VANCOUVER REGULAR MEETING OF COUNCIL

Minutes of the Regular Meeting of the Council for the District of North Vancouver held at 7:02 p.m. on Monday, September 9, 2019 in the Council Chambers of the District Hall, 355 West Queens Road, North Vancouver, British Columbia.

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

Staff: Mr. D. Stuart, Chief Administrative Officer
Ms. C. Grant, General Manager – Corporate Services
Mr. G. Joyce, General Manager – Engineering, Parks & Facilities
Mr. D. Milburn, General Manager – Planning, Properties & Permits
Mr. A. Wardell, General Manager – Finance & Technology
Ms. J. Paton, Manager – Development Planning
Ms. L. Simkin, Acting Deputy Municipal Clerk
Ms. S. Dale, Confidential Council Clerk
Ms. N. Foth, Planner

1. ADOPTION OF THE AGENDA

1.1. September 9, 2019 Regular Meeting Agenda

MOVED by Councillor MURI

SECONDED by Councillor BACK

THAT the agenda for the September 9, 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.

CARRIED

With the consent of Council, Mayor LITTLE varied the agenda as follows:

4. RECOGNITIONS

4.1. Centennial Bursary Awards

- Raquel Ormandy – Windsor Secondary
- Robby Williams – Seycove Secondary
- Dante Grieco – Sutherland Secondary
- Parker Burt – Carson Graham Secondary
- Theodor Burgmann – Argyle Secondary
- Daniel Skokohmoayed – Handsworth Secondary
- Rebecca Legg – Mountainside Secondary

2. PUBLIC INPUT

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

- Spoke regarding item 9.6 commenting on the Council Strategic Plan;
- Noted that major improvements to the Highway 1 Interchanges project are underway but alone will not provide long-term relief;
- Expressed concern about traffic issues and the impact on residents;
- Opined that the INSTPP report does not account for daily traffic incidents on the Iron Workers Memorial Bridge and potential growth in First Nations communities;
- Requested that Council explore replacement options for the Iron Workers Memorial Bridge; and,
- Commented on the need for a joint collaboration of all levels of government.

2.2. Mr. Dieter Jersch, 3900 Block Blantyre Place:

- Spoke regarding item 9.1; and,
- Requested that the slope of the roof be reduced to minimize the impact of his view.

2.3. Mr. Mike Perreten, 2800 Block Panorama Drive:

- Spoke in opposition to anchorage in Deep Cove;
- Expressed concern about liveaboard boats in the Deep Cove area and the health and safety of Deep Cove residents; and,
- Suggested that the boats contaminate waters with raw sewage and requested that the District address the issue.

2.4. Ms. Corey Zylstra, 3600 Block Robinson Road:

- Spoke in opposition to the Lynn Canyon parking lot expansion;
- Expressed concern with the removal of trees;
- Expressed concern that local residents have not been consulted; and,
- Commented that other areas for parking have not been considered.

2.5. Ms. Kim Hughes, 3600 Block Robinson Road:

- Spoke in opposition to the Lynn Canyon parking lot expansion;
- Expressed concern with the removal of trees;
- Noted that the proposed expansion is not environmentally responsible;
- Suggested other areas be used for parking such as connections with the Seymour Demonstration Forest parking, the picnic area and the old logging roads; and,
- Expressed concerns that residents of Robinson Road were not engaged.

2.6. Mr. Bill Hughes, 3600 Block Robinson Road:

- Spoke in opposition to the Lynn Canyon parking lot expansion; and,
- Stated that residents of this area need to be informed and involved in these discussions.

3. PROCLAMATIONS

Nil

5. DELEGATIONS

Nil

6. ADOPTION OF MINUTES

6.1. July 22, 2019 Regular Council Meeting

MOVED by Councillor MURI

SECONDED by Councillor FORBES

THAT the minutes of the July 22, 2019 Regular Council meeting are adopted.

CARRIED

7. RELEASE OF CLOSED MEETING DECISIONS

Nil

8. COUNCIL WORKSHOP REPORT

Nil

9. REPORTS FROM COUNCIL OR STAFF

9.1. Development Variance Permit 67.18 – 3906 Dollarton Highway Coach House

File No. 08.3060.20/067.18

MOVED by Councillor MURI

SECONDED by Councillor HANSON

THAT Development Permit 67.18, to allow for the construction of a coach house at 3906 Dollarton Highway, is ISSUED.

CARRIED

9.2. Bylaw 8396 – Rezoning for a Two Lot Subdivision at 909 Clements Avenue

File No. 08.3060.20/062.18

Public Input:

Mr. Andrew Butler, 900 Block Clements Avenue:

- Spoke in support of the proposed rezoning bylaw to subdivide two lots at 909 Clements Avenue;
- Noted that if approved, a covenant will be required prohibiting secondary suites in the new houses as there is no rear lane access;
- Acknowledged that two replacement boulevard trees will be required to be planted in accordance with the District's Tree Protection Bylaw;
- Advised that the surrounding neighbours have been engaged and have all spoke in support; and,
- Commented that both homes will have a unique design and will be built to modern energy standards.

MOVED by Councillor BACK
SECONDED by Councillor HANSON

THAT the "District of North Vancouver Rezoning Bylaw 1387 (Bylaw 8396)" to amend the District of North Vancouver Zoning Bylaw is given FIRST reading;

AND THAT the "District of North Vancouver Rezoning Bylaw 1387 (Bylaw 8396)" is referred to a Public Hearing.

CARRIED

Opposed: Councillor MURI

9.3. Finance and Audit Committee – Terms of Reference Update

File No.

MOVED by Councillor MURI
SECONDED by Mayor LITTLE

THAT the revised Finance and Audit Standing Committee Terms of Reference is approved.

CARRIED

9.4. Heritage Strategic Plan

File No. 13.6800.01/006.000

MOVED by Councillor BOND
SECONDED by Councillor MURI

THAT the Heritage Strategic Plan is approved.

CARRIED

9.5. Recommended Museum Deaccessions #12

File No. 17.9100.40/013.2019

MOVED by Councillor MURI
SECONDED by Mayor LITTLE

Pursuant to the report of the Director of the North Vancouver Museum and Archives, dated August 15, 2019, entitled "Recommended Museum Deaccessions #12":

THAT the North Vancouver Museum and Archives (NVMA) Commission is authorized to deaccession and dispose of 29 artifacts owned solely by the District of North Vancouver, and one artifact owned jointly by the District and the City of North Vancouver, as outlined in the August 15, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #12;

AND THAT the NVMA Commission is authorized to dispose of 46 unaccessioned objects that have been found in the Museum Collection as outlined in the August 15, 2019 report of the Director of the North Vancouver Museum and Archives entitled Recommended Museum Deaccessions #12.

CARRIED

9.6. Council Directions 2019-2022

File No. 01.0530

MOVED by Mayor LITTLE

SECONDED by Councillor MURI

THAT Council adopts *Council Directions 2019-2022* as its public statement of priority issues, approaches and initiatives for its term of office;

AND THAT staff is directed to incorporate actions associated with the priority directions into the organization's Corporate Plan and departmental work plans.

CARRIED

10. REPORTS

10.1. Mayor

Mayor Little reported on his attendance at Parkgate Community Day on Saturday, September 7, 2019.

10.2. Chief Administrative Officer

Mr. David Stuart, Chief Administrative Officer, reported on the Stop Work order on the Lions Gate Wastewater Treatment Plant and advised that District staff are working with the developer to finalize their permits. Mr. Stuart advised that Metro Vancouver will provide a communications release providing further details.

10.3. Councillors

10.3.1. Councillor Back reported on his attendance at the Summer Reading Club Medal Ceremony & Party in the Plaza on Friday, September 6, 2019.

10.3.2. Councillor Bond reported on his attendance at the Rail-Volution Conference in Vancouver on September 8-11, 2019.

10.3.3. Councillor Curren reported on her recent biweekly Climate Caucus meetings.

10.3.4. Councillor Hanson reported on his attendance at the 2019 Musqueam Band-Metro Vancouver Community-to-Community (C2C) Forum on July 25, 2019.

10.3.5. Councillor Muri reported on her attendance at the North Vancouver Football Club's opening day event on Saturday, September 7, 2019 at Fen Burdett Stadium. She also reported on her attendance at the Blue Cabin Public Launch on Sunday, August 25, 2019 at the Plaza of Nations in False Creek.

10.4. Metro Vancouver Committee Appointees

10.4.1. Industrial Lands Strategy Task Force – Councillor Back

Nil

10.4.2. Housing Committee – Councillor Bond

Nil

10.4.3. Indigenous Relations Committee – Councillor Hanson

Nil

10.4.4. Board – Councillor Muri

Nil

10.4.5. Regional Parks Committee – Councillor Muri

Nil

10.4.6. Liquid Waste Committee – Mayor Little

Nil

10.4.7. Mayors Committee – Mayor Little

Nil

10.4.8. Mayors Council - TransLink – Mayor Little

Nil

10.4.9. Performance & Audit Committee – Mayor Little

Nil

10.4.10. Zero Waste Committee – Mayor Little

Nil

11. ANY OTHER BUSINESS

Nil

12. ADJOURNMENT

MOVED by Councillor MURI
SECONDED by Mayor LITTLE

THAT the September 9, 2019 Regular Meeting of Council for the District of North Vancouver is adjourned.

CARRIED
(8:38 p.m.)

Mayor

Municipal Clerk

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REPORTS

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| AGENDA INFORMATION | |
|---|-----------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>Sept. 30, 2019</u> |
| <input type="checkbox"/> Other: | Date: _____ |



The District of North Vancouver REPORT TO COUNCIL

September 19, 2019
File: 05.1930/2019

AUTHOR: Cristina Rucci, Community Planner
Elio Iorio, Acting Manager, Financial Services

SUBJECT: 2020 - 2023 Taxation Exemptions by Council Bylaw 8379

RECOMMENDATION:

THAT:

1. "2020 - 2023 Taxation Exemptions by Council Bylaw 8379, 2019" is read a FIRST, SECOND and THIRD time;
2. The Mayor and Clerk be authorized to execute the Conditions of Exemption Agreement with the Capilano Tennis Club; and
3. Prior to considering adoption of the Bylaw 8379, the Clerk is directed to provide public notice in accordance with Section 227 of the *Community Charter*.

REASON FOR REPORT:

In compliance with the provisions of the *Community Charter* and the District's Policy on Taxation Exemptions by Council Guidelines, members of the Community Services Advisory Committee (CSAC) have reviewed applications for 2020 - 2023 permissive tax exemptions. Staff has prepared the necessary bylaw for Council's consideration based upon CSAC recommendations.

SUMMARY:

Per the Taxation Exemptions by Council Guidelines policy, members of the CSAC carefully reviewed applications for permissive tax exemptions for 69 properties from 35 different agencies. Bylaw 8379 has been prepared and is attached to this report based on the Committee's recommendations (Attachment 1). According to provisions of the *Community Charter*, Council may, on or before October 31st of each year, adopt a bylaw to exempt certain lands or improvements (or both) from municipal taxation.

BACKGROUND:

Permissive tax exemptions (PTEs) are a mechanism provided through the *Community Charter* that assist in promoting and recognizing that non-profit organizations contribute to the well-being of the citizens of the municipality. The Taxation Exemptions by Council Guidelines Policy

(Attachment 2) includes a number of criteria which must be met by organizations applying for a permissive tax exemption. CSAC has been provided the authority by Council to review applications and recommend exemptions, and have assessed each of the applications to ensure that they comply with the criteria. The policy states that CSAC will review PTEs in the second year of Council's mandate and therefore the resulting bylaw would be in effect for a 4-year period from 2020 to 2023.

The Taxation Exemptions by Council Guidelines Policy further states that new applications received in years one, three and four of Council's mandate will only be considered if there is funding within the financial cap, if Council deems a service to be a District service or deems there to be a community need.

As set out in the policy, a maximum of 0.6% of the total municipal tax levy (the 'financial cap') may be granted tax exemptions under Section 224 of the *Community Charter*. When the funding requested exceeds the financial cap, CSAC has authority to distribute funds to applicants (within the limits of the financial cap) in the best interests of the District and present recommendations to Council. Under this authority, some applicants may receive 100% of their funding request while other applicants may receive less than 100%. The estimated taxes exempted in Bylaw 8379 do not exceed the maximum financial cap value.

EXISTING POLICY:

The *Community Charter* Section 224, provides the general authority for tax exemptions by Council (permissive tax exemptions). Council may by bylaw, exempt various types of land or improvements from municipal taxation subject to the conditions, extent and time period provided in the bylaw. Council may apply the exemption to the whole or a part of the taxable assessed value of land or improvements or both. Therefore, Council may either:

- Grant the exemption(s);
- Deny the exemption(s); or
- Grant a percentage of the assessed value of the lands and/or improvements.

Note: Other taxing jurisdiction legislation also provides for exemption of taxes when permissive tax exemptions have been granted by a municipality (i.e. Metro and the School District).

The corporate policy, Taxation Exemptions by Council Guidelines establishes a procedure for reviewing requests for tax exemptions.

ANALYSIS:

The application review process undertaken by CSAC provided for multiple levels of evaluation and discussion. The majority of the committee (10-12 members) was interested in being part of the review process. Two meetings were required to review and assess the applications from 35 agencies for 69 properties. The committee concluded that the majority of the applications fulfilled the tax exemption criteria and recommended approval. For two of the applications, committee members requested staff provide additional information regarding financial responsibility and accessibility. The two applications that required follow up were from the Capilano Tennis Club and North Star Montessori Elementary Society. Both were recommended for approval by CSAC. A brief description of these two requests is provided below.

Capilano Tennis Club

The PTE application made by the Capilano Tennis Club for their property located at 2500 Capilano Road was carefully considered by the committee. The site had been granted an exemption in 2015 for the 2016-2019 time period. In 2015, however, CSAC was uncertain if the application met the following criteria included in the Taxation Exemptions by Council Guidelines Policy:

- 1.9 Organizations must be non-profit and must provide needed direct social & community services, arts and cultural activities of demonstrable benefit to District residents and that can be reasonably considered to provide a unique extension of municipal arts and cultural services; or recreational services to District residents that can reasonably be considered an extension of municipal recreational services.
- 1.10 Organizations must offer services primarily to the broader community of citizens of the District of North Vancouver, and justify the need for that service.

For the purposes of general provisions 1.9 and 1.10, in establishing need for direct social, community, cultural or recreational services, the CSAC has the power to make a distinction between addressing “need” and providing “choice” and will recommend to Council only those applications that address need.

To respond to these concerns, the Manager of Revenue and Taxation worked with the Tennis Club to establish a Conditions of Exemption Agreement that would provide for greater public access to the property. The Agreement was signed by the Tennis Club, and the committee recommended a permissive taxation exemption which was approved by Council at the time.

As part of the 2019 application form, staff requested an update regarding compliance with the terms of the agreement. Through speaking with the Club, and reviewing available materials, staff concluded that the Tennis Club has fulfilled the conditions set out in the agreement. Specifically, the Club has:

- provided public time slots every day of the week; and
- adequately advertised the availability of the public courts.

CSAC recommends continuing with the 2015 Conditions of Exemption Agreement and granting a PTE for this organization. An updated Conditions of Exemption Agreement is provided as Attachment #3.

North Star Montessori (NSM) Elementary School

North Star Montessori is located within the North Shore Winter Club and occupies the entire second floor of a building on the property. The school has been in this location since 2015, although it only applied for and received a permissive tax exemption in 2018. The school provides three main programs: infant/toddler care for children 3 months to 2 ½ years old (70 spaces), two preschool programs for children aged 2 ½ to 5 years (50 spaces) and a kindergarten and elementary school program (40 – 50 spaces).

As an independent school leasing a space on private property, NSM is not eligible for a statutory property taxation exemption through the Province. To qualify for such an exemption, the school would have to own the property or lease it from a public body such as the School District. Given

that the school is a registered non-profit society, however, they are able to apply for a permissive tax exemption from the District.

In accordance with the policy, the Community Services Advisory Committee sought to confirm if the school was accessible to the broader community of citizens, provided a unique community need, and if the need for this service could be justified in the District.

The Head of the School at NSM provided a letter which described the unique Montessori teaching method that can meet the needs of students who struggle to thrive in a traditional school system. NSM is open to all District residents and provides financial aid for tuition and expenses. NSM provides a robust child care program for children aged three months to five years old. For parents whose children attend the day care and preschool program, a fee reduction is applied as NSM is registered in the provincial Child Care Operating Fund (CCOF).

The CSAC recommended that a PTE be granted to the organization as they meet the requirements of the Taxation Exemptions by Council Guidelines Policy.

TIMING/APPROVAL PROCESS:

Pursuant to provision of the *Community Charter*, Council must adopt Permissive Tax Exemption Bylaws by October 31st of each year. Public notice must be provided in accordance with the *Charter* prior to adoption of the Permissive tax Exemption Bylaw.

CONCURRENCE:

Both staff from Community Planning as well as Finance provided support to CSAC during their review process and assisted in preparing this report. The Clerks Department assisted with the preparation and review of the bylaw and the Legal Department updated the Conditions of Exemption Agreement for the Capilano Tennis Club. This report reflects the recommendations of CSAC.

FINANCIAL IMPACTS:

In accordance with the Taxation Exemptions by Council Guidelines Policy, the maximum permissive tax exemptions that may be granted is 0.6% (\$609,089) of the total municipal tax levy.

Attachment 4 provides a list of all of the recommended permissive tax exemptions for 2020-2023. The total amount of the proposed PTEs is \$413,390.

The other proposed permissive tax exemptions for Council's consideration through separate reports include:

- \$12,692 for places of public worship exemptions (proposed in Bylaw 8380);
- \$12,213 for the Museum and Archives warehouse facility (proposed in Bylaw 8384); and
- \$14,827 previously approved for Royal Canadian Legion.

(Bylaws 8380 and 8384 are the subject of separate reports to Council.)

The total proposed permissive tax exemptions requested amounts to \$453,122, which is 74% of the financial cap of \$609,089.

The total assessed value of the 69 properties proposed to be exempted is \$166,720,800.

SOCIAL POLICY IMPLICATIONS:

In providing tax exemptions to non-profit organizations that deliver social, community, arts, cultural and recreational services, the District furthers the aim of social sustainability by leveraging resources to assist in meeting the needs of residents.

Respectfully submitted,



Cristina Rucci,
Community Planner



Elio Iorio,
Acting Manager, Financial Services

- | | |
|---------------|--|
| Attachment 1: | 2020 - 2023 Taxation Exemptions by Council Bylaw 8379, 2019 |
| Attachment 2: | Taxation Exemptions by Council Guidelines Policy |
| Attachment 3: | Conditions of Exemption Agreement (Capilano Tennis Club) |
| Attachment 4: | List of proposed 2020-2023 Permissive Taxation Exemptions - by Council |

| REVIEWED WITH: | | | | | |
|--|-------|---|-----------|---|-------|
| <input type="checkbox"/> Community Planning | _____ | <input type="checkbox"/> Clerk's Office | _____ | External Agencies: | |
| <input type="checkbox"/> Development Planning | _____ | <input type="checkbox"/> Communications | _____ | <input type="checkbox"/> Library Board | _____ |
| <input type="checkbox"/> Development Engineering | _____ | <input checked="" type="checkbox"/> Finance | <i>fw</i> | <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 8379

A bylaw to exempt certain lands and improvements from municipal taxation.

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

Citation

1. This bylaw may be cited as "2020-2023 Taxation Exemptions by Council Bylaw 8379, 2019".

Exemptions under section 224 of the *Community Charter*

2. For the years 2020 - 2023, the following lands and improvements are exempt from taxation levied pursuant to section 224 of the *Community Charter*:
 - a. land or improvements that:
 - i. are owned or held by a charitable, philanthropic or other not for profit corporation; and,
 - ii. the council considers are used for a purpose that is directly related to the purposes of the corporation:
 1. North Shore Crisis Services Society – That portion of Lot 2, District Lot 2087, Group 1, New Westminster District Plan LMP24090, see Reference Plan LMP24091, as shown in Schedule A, (registered in the name of the Provincial Rental Housing Corporation and leased to the North Shore Crisis Services Society - Roll # 052-7240-9000-2);
 2. St. John Society (British Columbia and Yukon) – office/resource centre for first aid services. Strata Lot 7, District Lot 204, Group 1, New Westminster District Strata Plan LMS2284, PID: 023-336-234, (106-223 Mountain Highway, registered in the name of St. John Society (British Columbia and Yukon) - Roll # 999-6228-4007-X);
 3. St. John Society (British Columbia and Yukon) – office/resource centre for first aid services. Strata Lot 8, District Lot 204, Group 1, New Westminster District Strata Plan LMS2284, PID: 023-336-242, (108-223 Mountain Highway, registered in the name of St. John Society (British Columbia and Yukon) - Roll # 999-6228-4008-8);

4. North Shore Disability Resource Centre Foundation (North Shore Disability Resource Centre Association) – office/resource centre. Strata Lot 27, District Lot 2023, Strata Plan VR1541, PID: 018-799-141, (3158 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Foundation - Roll # 050-5154-1027-6);
5. North Shore Disability Resource Centre Foundation (North Shore Disability Resource Centre Association) – office/resource centre. Strata Lot 28, District Lot 2023, Strata Plan VR1541, PID: 018-799-159, (3140 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Foundation - Roll # 050-5154-1028-4);
6. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 4, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711, PID: 030-005-094, (104-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association - Roll # 051-4037-1104-5);
7. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 22, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711, PID: 030-005-272, (204-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association - Roll # 051-4037-1122-3);
8. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 41, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711, PID: 030-005-469, (304-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association - Roll # 051-4037-1141-X);
9. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – accessible housing. Strata Lot 60, District Lot 2023, Group 1 New Westminster District Strata Plan EPS3711, PID: 030-005-655, (404-3205 Mountain Highway, registered in the name of the North Shore Disability Resource Centre Association - Roll # 051-4037-1160-6);
10. Canadian Mental Health Association, North and West Vancouver Branch – Lot 23, Block 5, District Lot 615, Plan 9070, PID: 009-766-901, (1573 Arborlynn Drive – registered in the name of Canadian Mental Health Association, North and West Vancouver Branch - Roll # 070-0953-9100-2);

11. Canadian Mental Health Association, North and West Vancouver Branch – Lot 19, South ½ of Block 5, District Lot 2023, Plan 3078, PID: 013-186-931, (1198 Harold Road, registered in the name of Canadian Mental Health Association, North and West Vancouver Branch - Roll # 051-0721-8500-7);
12. Change the World Foundation, DBA Harvest Project – That portion of Lot A, Block 4, District Lot 266, Plan 16082, PID: 007-581-327, (1071 Roosevelt Crescent, registered in the name of Northgate Investment Corporation and leased to Change the World Foundation dba Harvest Project - Roll # 010-1608-2000-6);
13. Wild Bird Trust of British Columbia (WBT), Conservation Area, Nature House, Vancouver Fraser Port Authority Wildlife Conservation Area, Maplewood South – That portion of the land licenced by the Port for occupation by the WBT for the exclusive use and occupation of access to the Nature House land and building used for conservation and educational purposes. Lot 5, Block D, District Lot 469, Plan 8885, Consolidated Lots 4-12, South of Hwy Plan 2383, Block 4, District Lot 469, Plan 1532, PID: 009-902-686, (2649 Dollarton Highway - Roll # 100-0139-7551-X);
14. 18th Street Community Care Society – group home. Lot 17, District Lot 2003, Plan 14360, PID: 004-231-023, (1063 Hendecourt Road, registered in the name of the MTR Asset Management Society - Roll # 051-1436-0160-1);
15. 18th Street Community Care Society – group home. Lot 11, Block 1, District Lot 2025, Plan 13004, PID: 008-749-001, (821 East 29th Street, registered in the name of the MTR Asset Management Society - Roll # 050-0742-6330-7);
16. North Star Montessori Elementary Society – That portion of Lot D, District Lot 613, Plan LMP5354, PID: 017-838-720, (Second floor of Building B – 1325 East Keith Road, registered in the name of North Shore Winter Club and leased to the North Star Montessori Elementary Society - Roll # 090-7535-4010-X).

b. Land or improvements that:

- i. are owned or held by a municipality, regional district or other local authority; and,
- ii. the council considers are used for a purpose of the local authority:

1. The Corporation of the District of West Vancouver – parkland. Lot A (except part in Plan 6637), Blocks 23 and 24, District Lots 601 and 607, Plan 4740, PID: 011-348-089, (parkland registered in the name of The Corporation of the District of West Vancouver - Roll # 020-0343-0400-2);
 2. The Corporation of the District of West Vancouver – parkland. All that part of Block A (Reference Plan 360) Lying East of Lot B (Reference Plan 1372), District Lot 764, Group 1, New Westminster District, PID: 015-966-356, (parkland registered in the name of The Corporation of the District of West Vancouver - Roll # 010-0469-5900-9);
 3. The Corporation of the District of West Vancouver – parkland. Lot B (Reference Plan 1372), Block A (Reference Plan 360), District Lot 764, Group 1, New Westminster District, PID: 015-966-283. (parkland registered in the name of The Corporation of the District of West Vancouver - Roll # 010-0469-6100-3);
 4. Greater Vancouver Water District – parkland. Block G, District Lot 602, Plan 10857, PID: 009-283-285, (parkland registered in the name of the Greater Vancouver Water District - Roll # 021-0346-0100-7);
 5. The Corporation of the City of North Vancouver – parkland. Exemption only for portion of land identified on attached map Schedule B. District Lot 1620, Group 1 New Westminster District, PID: 025-906-224, (parkland registered in the name of The Corporation of the City of North Vancouver - Roll # 090-0675-3800-2);
 6. The Corporation of the District of North Vancouver – animal shelter. That portion of Lot B, District Lot 607, Group 1, New Westminster District Plan BCP35440, PID: 027-440-478 (2580 Capilano Road, registered in the name of 1000813 BC Ltd and leased to The Corporation of the District of North Vancouver - Roll # 020-3354-4000-2);
 7. Parkgate Community Health Centre – community health facility. That portion of Lot H, except part subdivided by Plan LMP6686, District Lot 622, Plan VAP23160, PID: 017-048-401, (3675 Banff Court, registered in the name of the Corporation of the District of North Vancouver and leased to Vancouver Coastal Health Authority - Roll # 110-2316-0010-0).
- c. land or improvements that the council considers would otherwise qualify for exemption under section 220 [general statutory exemptions] were it not for a secondary use:

Nil

- d. the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if:
- i. the land or improvements are owned by a public authority or local authority; and,
 - ii. the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization:
- 1. Deep Cove Cultural Society – cultural uses. Lot N of Lot A, Block 7, District Lot 626, Plan 23042, PID: 016-612-001, (4360 Gallant Avenue, registered in the name of The Corporation of The District of North Vancouver and leased to the Deep Cove Cultural Society - Roll # 130-2304-2005-2);
 - 2. North Vancouver Community Players – cultural uses. Lots 1 and 2, Block 11, District Lot 553, Plan 2406, PID: 013-798-278, (815 East 11th Street, Hendry Hall, registered in the name of The Corporation of The District of North Vancouver and leased to North Vancouver Community Players - Roll # 080-0176-1300-0);
 - 3. RNB Dance and Theatre Arts Society – cultural uses. That portion of Lot T, Block 6, District Lot 2023, Plan 21620, PID: 010-225-854, (3355 Mountain Highway, registered in the name of The Corporation of The District of North Vancouver and leased to RNB Dance and Theatre Arts Society - Roll # 050-2162-0020-2);
 - 4. RNB Dance and Theatre Arts Society – cultural uses. Lot 1, District Lots 2022 and 2023, Group 1 New Westminster District Plan BCP16197, PID: 026-227-401, (Units 151 & 155, 1233 Lynn Valley Road, registered in the name of The Corporation of The District of North Vancouver and leased to RNB Dance and Theatre Arts Society - Roll # 050-3161-9775-0);
 - 5. Parkgate Community Services Society – youth centre. Lot B, except portions in Plans 16298, LMP22002 and LMP37723 and EPP56254; Block X, District Lots 469, 580 and 611, Plan 15231, PID: 016-396-189, (949 Lytton Street, registered in the name of The Corporation of The District of North Vancouver and leased to Parkgate Community Services Society - Roll # 100-1523-1009-6);
 - 6. North Shore Neighbourhood House – out-of-school child care. That portion of the east 200 ft. of Lot T, Block 6, District Lot 2023, Plan 21620, PID: 010-225-854, (having an area of 5,800 sq. ft.), (3361 Mountain

Highway, registered in the name of The Corporation of The District of North Vancouver and leased to North Shore Neighbourhood House - Roll # 051-2162-0030-X);

7. Seymour Heights Parent Participation Preschool Association dba Seymour Heights Play-Based Programs – preschool. Lot B, except portions in Plans 16298, LMP22002, LMP37723, and EPP56254; Block X, District Lots 469, 580 and 611, Plan 15231, PID: 016-396-189, (800 Lytton Street, registered in the name of The Corporation of The District of North Vancouver and leased to Seymour Heights Parent Participation Preschool Association - Roll # 100-1523-1007-X);
8. Lynn Valley Parent Participation Preschool – preschool. That portion of Lot 1, District Lot 2023, Group 1, New Westminster Plan BCP7704 PID: 025-765-019, (3220 Mountain Highway, registered in the name of The Corporation of The District of North Vancouver and leased to Lynn Valley Parent Participation Preschool Society - Roll # 052-3077-0402-5);
9. Lynn Valley Services Society – community centre. Lot 1, Block 13, District Lot 2025, Group 1, New Westminster District Plan LMP47707, PID: 024-903-388, (940 Lynn Valley Road, registered in the name of The Corporation of The District of North Vancouver and leased to Lynn Valley Services Society - Roll # 050-7477-0700-6);
10. Delbrook Partnership for Quality Childcare Association – child care facility. Part leased in Plan BCP05772 of Block 19, except Part in Explanatory Plan 16399, West 1/2 of District Lot 617, Plan 19489, PID: 006-999-832, (3111 Stanley Avenue, registered in the name of The Corporation of The District of North Vancouver and leased to Delbrook Partnership for Quality Child Care Association - Roll # 030-3057-7200-7);
11. Deep Cove Rowing Club – rowing club. Lot 12 AM, Lot B, Block 7, District Lot 626, Plan 1411, PID: 014-659-263, (2156 Banbury Road, registered in the name of The Corporation of The District of North Vancouver and leased to Deep Cove Rowing Club - Roll # 132-0453-7420-1);
12. Hollyburn Family Services Society – emergency shelter. That portion of Lot A, Block 7, District Lot 193, Plan 12218, Except Part Road on Plan BCP35378, (registered in the name of The Corporation of The District of North Vancouver and leased to Hollyburn Family Services Society - Roll # 100-0101-2600-7);
13. Hollyburn Family Services Society – transitional housing. Lot C of Lot 3, Blocks A and B, District Lot 621 Plan 4655, PID: 004-079-035, (3212

Mount Seymour Parkway, registered in the name of The Corporation of The District of North Vancouver and leased to Hollyburn Family Services Society - Roll #110-0395-3200-3);

14. Hollyburn Family Services Society – transitional housing. Lot A of Lot 3, Blocks A and B, District Lot 621 Plan 4655, PID: 011-442-913, (3218 Mount Seymour Parkway, registered in the name of The Corporation of The District of North Vancouver and leased to Hollyburn Family Services Society - Roll # 110-0395-3000-0);
 15. Hollyburn Family Services Society – emergency shelter. Lot F, Block G, District Lot 613, Plan 20442 (Registered in the name of The Corporation of The District of North Vancouver and leased to Hollyburn Family Services Society - Roll # 090-2044-2020-2);
 16. Family Services of the North Shore – family resource centre. Lot 1, Blocks 2 and 3, District Lot 791, Plan 16486, PID: 007-471-483 (399 Seymour River Place, registered in the name of The Corporation of The District of North Vancouver and leased to Family Services of the North Shore - Roll # 100-1648-6004-5);
 17. Capilano Tennis Club – tennis club. That portion of Lots A, 15 and 16, Block 10, District Lots 601 and 607, Group 1 New Westminster District Plan 4740, PID: 011-348-542 (2500 Capilano Road, registered in the name of The Corporation of The District of North Vancouver and leased to Capilano Tennis Club - Roll # 011-0341-7010-3); **Subject to Conditions of Exemption Agreement;**
 18. Forest View Early Learning Society – child care facility. Lot 1, Block 10, District Lot 2023, Plan VAP21262, New Westminster District Group 1, PID: 007-760-531 (3592 Mountain Highway, registered in the name of The Corporation of the District of North Vancouver and leased to Forest View Early Learning Society - Roll # 052-2126-2005-3).
- e. the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if:
- i. the land or improvements are owned by a person who is providing a municipal service under a partnering agreement;
 - ii. an exemption under section 225 [partnering and other special tax exemption authority] would be available for the land or improvements in relation to the partnering agreement if they were used in relation to the service;

- iii. the partnering agreement expressly contemplates that the council may provide an exemption under this provision; and,
- iv. the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization:

Nil

- f. in relation to property that is exempt under section 220 (1) (h) [buildings for public worship]:
 - i. an area of land surrounding the exempt building;
 - ii. a hall that the council considers is necessary to the exempt building and the land on which the hall stands; and,
 - iii. an area of land surrounding a hall that is exempt under subparagraph (ii):

Included in Bylaw 8380.

- g. land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers is necessary to land or improvements so used or occupied:
 - 1. Aga Khan Foundation Canada – public worship. That portion of Lot 1, Block 2, District Lot 600, Plan 16179, as shown in Schedule C, PID: 007-530-323 (1150 Gladwin Drive, registered in the name of Aga Khan Foundation Canada and leased to The Ismaili Council for British Columbia - Roll # 011-1617-9000-3) and Lot 2, Block 2, District Lot 600, Plan 16967, PID: 007-335-954 - Roll # 011-1696-7010-4.

- h. in relation to property that is exempt under section 220 (1) (i) [seniors' homes] or (j) [hospitals], any area of land surrounding the exempt building:

Nil

- h.1. in relation to land or improvements, or both, exempt under section 220 (1) (l) [independent schools], any area of land surrounding the exempt land or improvements:

Nil

- i. land or improvements owned or held by an athletic or service club or association and used as a public park or recreation ground or for public athletic or recreational purposes:

Nil

- j. land or improvements owned or held by a person or organization and operated as a private hospital licensed under the *Hospital Act* or as a licensed community care facility, or registered assisted living residence under the *Community Care and Assisted Living Act*:

1. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 384 of Lot A, District Lot 591, Plan 21605, PID: 009-881-492, (5793 Nancy Greene Way, registered in the name of North Shore Disability Resource Centre Association - Roll # 022-2160-5070-7);
2. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 11, District Lot 624, Plan 20976, PID: 005-123-721, (4060 Shone Road, registered in the name of North Shore Disability Resource Centre Association - Roll # 110-2097-6100-8);
3. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 13, Blocks 9A and 10A, District Lot 596, Plan 9666, PID: 009-600-531, (4338 Quinton Place, registered in the name of North Shore Disability Resource Centre Association - Roll # 021-0265-4800-3);
4. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Amended Lot 12 (see 387078L), Block 14, District Lot 553, Plan 1815, PID: 014-266-423, (951 Hendry Avenue, registered in the name of North Shore Disability Resource Centre Association - Roll # 080-0177-1000-6);
5. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 3, Block 69, District Lot 598, Plan 18101, PID: 007-231-407, (750 West 23rd Street, registered in the name of North Shore Disability Resource Centre Association - Roll # 011-1810-1020-8);

6. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 55, District Lot 2025, Plan 17012, PID: 007-333-544, (2000 Rufus Drive, registered in the name of North Shore Disability Resource Centre Association - Roll # 050-1701-2540-8);
7. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 33, Blocks 11 and 12, District Lot 2087, Plan 22680, PID: 015-724-611, (1608 Kerrstead Place, registered in the name of North Shore Disability Resource Centre Association - Roll # 052-2268-0040-7);
8. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 2, Block 5, District Lot 2088, Plan 20234, PID: 006-762-786, (1630 Kilmer Road, registered in the name of North Shore Disability Resource Centre Association - Roll # 052-2023-4010-4);
9. North Shore Disability Resource Centre Association (North Shore Disability Resource Centre Foundation) – group home. Lot 38, Block 70, District Lots 598 to 601, Plan 7661, PID: 010-396-951, (3908 Loraine Avenue, registered in the name of North Shore Disability Resource Centre Association - Roll # 020-0289-3900-X);
10. Community Living Society – group home. Lot 3, Block 38, District Lots 598 to 601, Plan 6659, PID: 010-826-777, (2985 Newmarket Drive, registered in the name of Community Living Society - Roll # 030-0283-1000-4);
11. Community Living Society – group home. Lot A (Reference Plan 7729) of Lot 3, Blocks 3 and 4, District Lot 595, Plan 6626, PID: 010-099-972, (4537 Capilano Road, registered in the name of Community Living Society - Roll # 021-0252-4400-0);
12. Community Living Society – group home. Lot 22, Block 4, District Lots 600 and 601, Plan 7829, PID: 005-216-818, (3091 Paisley Road, registered in the name of Community Living Society - Roll # 020-0301-1800-X);
13. Community Living Society – group home. Lot 19, Block 18, District Lot 2023, Plan 13229, PID: 008-698-015, (3660 Maginnis Avenue, registered in the name of Community Living Society - Roll # 052-0732-7515-8);
14. Community Living Society – group home. Lot 1, East 1/2 of Block 1, North 1/2 of District Lot 2003, Plan 3503 PID: 004-756-568, (1075 Frederick Road, registered in the name of Community Living Society - Roll # 051-0678-3210-5);

15. Community Living Society – group home. Lot 12, Block 13 and 14, District Lot 2087, Plan 1988, PID: 010-815-015, (1680 Ross Road, registered in the name of Community Living Society - Roll # 060-0825-8600-4);
16. Community Living Society – group home. Lot F, Block 0, District Lot 2026, Plan 9629, PID: 009-622-977, (3636 Norwood Avenue, registered in the name of Community Living Society - Roll # 040-0762-8400-X);
17. Greater Vancouver Community Services Society – group home. Lot 1, Block B, District Lot 622, Plan 9895, PID: 009-430-172, (3403 Mount Seymour Parkway, registered in the name of Greater Vancouver Community Services Society - Roll # 110-0408-9600-5);
18. Greater Vancouver Community Services Society – group home. Lot K, Block 15, District Lot 2088, Plan 15389, PID: 007-693-401, (1693 Coleman Street, registered in the name of Greater Vancouver Home Support Society - Roll # 053-1538-9010-X);
19. North Shore Connexions Society – group home. Lot C, Blocks 27 and 28, District Lot 598, Plan 10643, PID: 009-328-769 (2490 Edgemont Boulevard, registered in the name of North Shore Connexions Society - Roll # 030-0272-1100-2);
20. North Shore Connexions Society – group home. Lot A, Block 5, District Lot 596, Group 1 New Westminster Plan EPP44352, PID: 029-480-469, (4410 Capilano Road, registered in the name of North Shore Connexions Society - Roll # 021-3443-5200-5);
21. North Shore Connexions Society – group home. Lot 4, Block W, District Lot 2008, Plan 16546, PID: 007-439-806, (1240 Barlynn Crescent, registered in the name of North Shore Connexions Society - Roll # 050-1654-6030-X);
22. North Shore Connexions Society – group home. Lot 22, District Lot 2087, Plan 17649, PID: 007-264-445, (1904 Peters Road, registered in the name of North Shore Connexions Society - Roll # 052-1764-9216-X);
23. Turning Point Recovery Society – Residential addiction home. That portion of Amended Lot 2 (Reference Plan 2935), Block C, District Lots 598 to 601, Plan 6659, PID: 011-072-725, (2670 Lloyd Avenue, registered in the name of The Corporation of The District of North Vancouver and leased to Turning Point Housing Society - Roll # 011-0294-2700-2);
24. Turning Point Recovery Society – residential addiction home. That portion of Lot A, District 469, Group 1 New Westminster District, Plan EPP56254, PID: 029-721-423, (2431 Burr Place, registered in the name of The Corporation of The District of North Vancouver and leased to Turning Point Recovery Society - Roll #100-3562-5400-3).

k. land or improvements for which a grant has been made, after March 31, 1974, under the *Housing Construction (Elderly Citizens) Act* before its repeal:

1. Kiwanis North Shore Housing Society – seniors' home. Lot A, Block W, District Lot 2022, Plan 14661, PID: 007-756-925, (2555 Whiteley Court, registered in the name of Kiwanis North Shore Housing Society - Roll # 050-1466-1000-8);
2. Lowland Senior Citizens' Housing Society – seniors' care facility. Lot C, Block 35, District Lot 2022, Plan 17292, PID: 007-290-136 (1335 East 27th Street, registered in the name of Lowland Senior Citizens' Housing Society - Roll # 070-1729-2020-5).

Effective Date

3. The effective date of this bylaw is January 1, 2020 to December 31, 2023.

READ a first time

READ a second time

READ a third time

NOTICE given in accordance with Section 227 of the *Community Charter* on the ____ day of _____ and the ____ day of _____ 2019.

ADOPTED

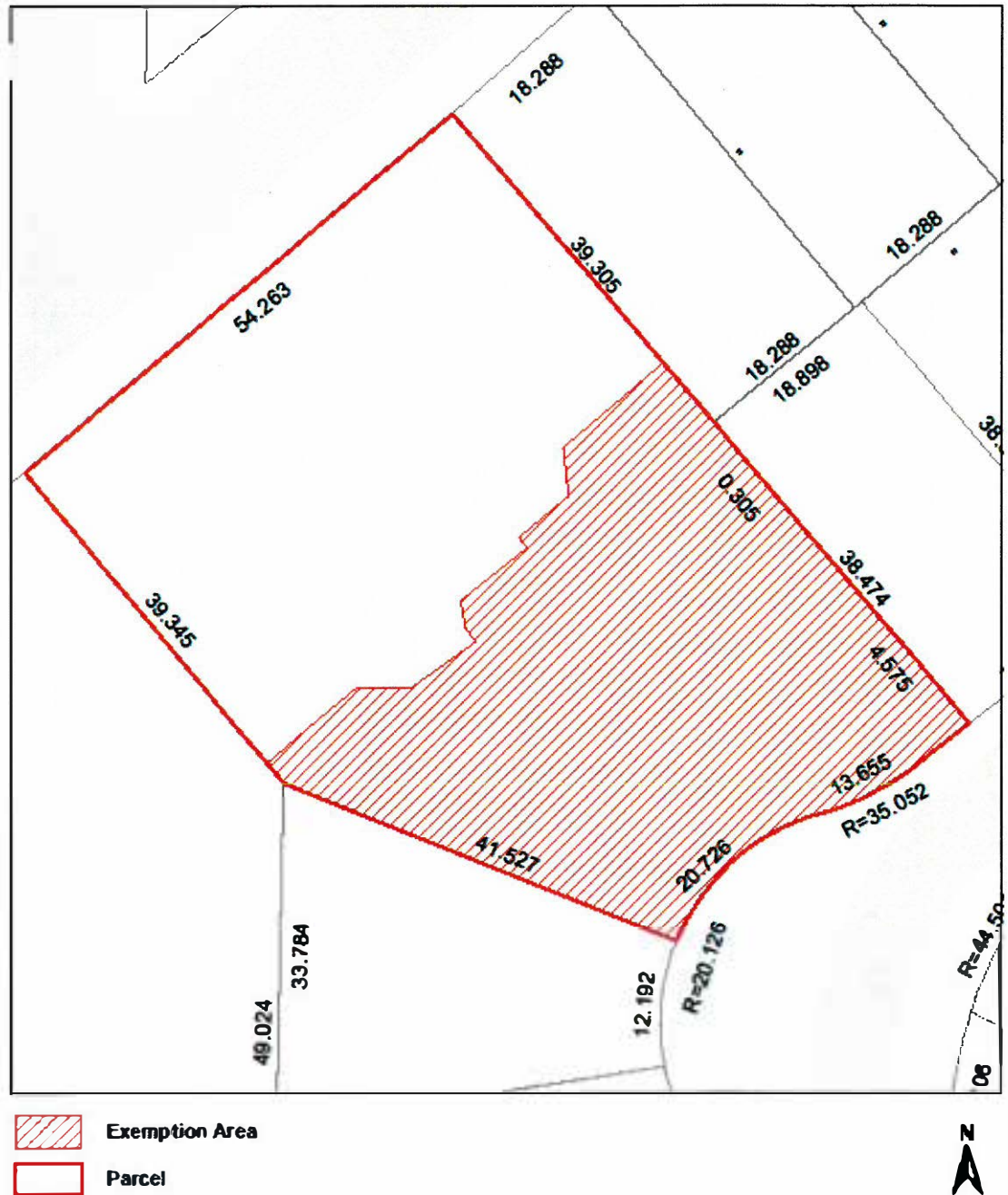
Mayor

Municipal Clerk

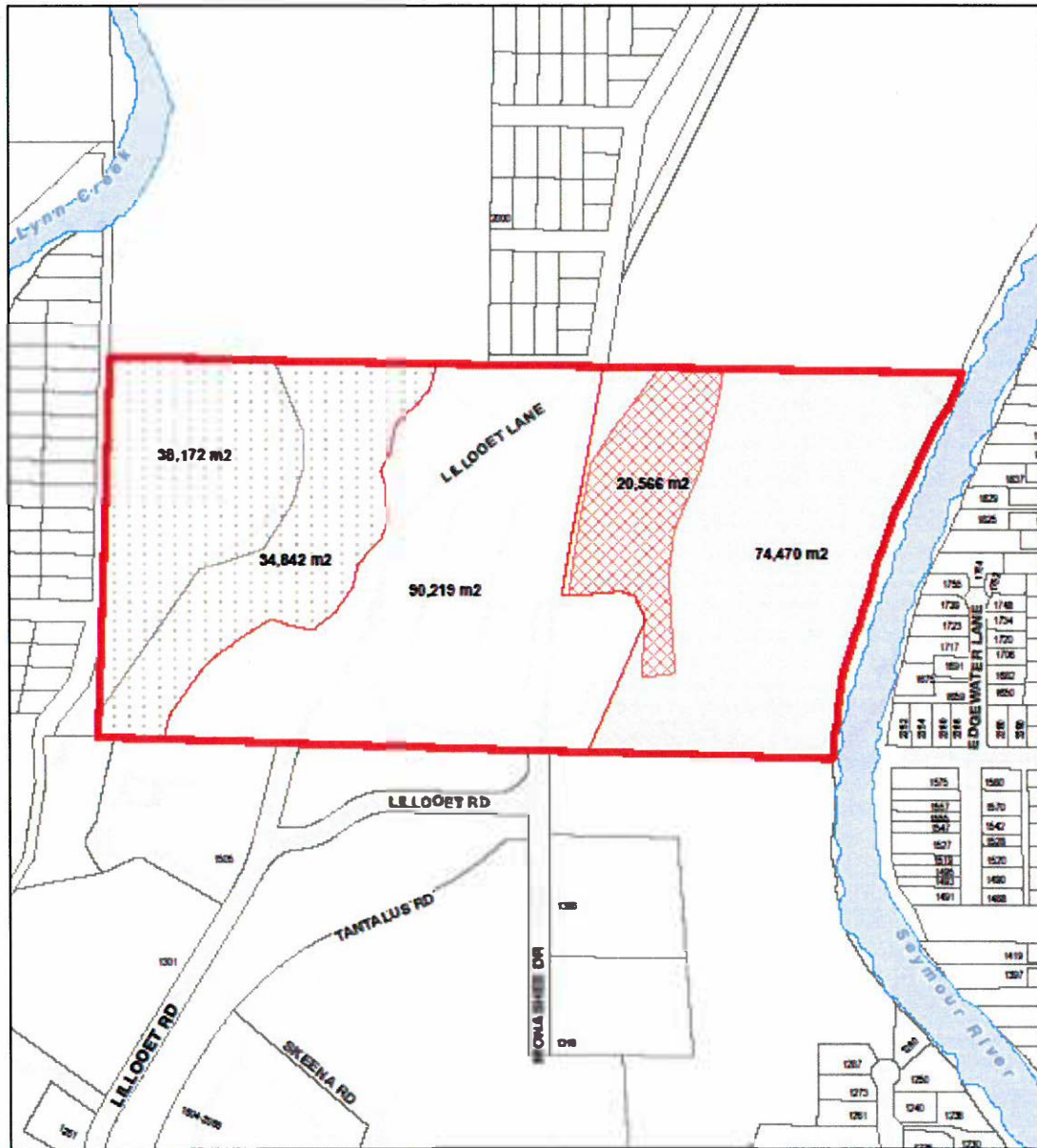
Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8379



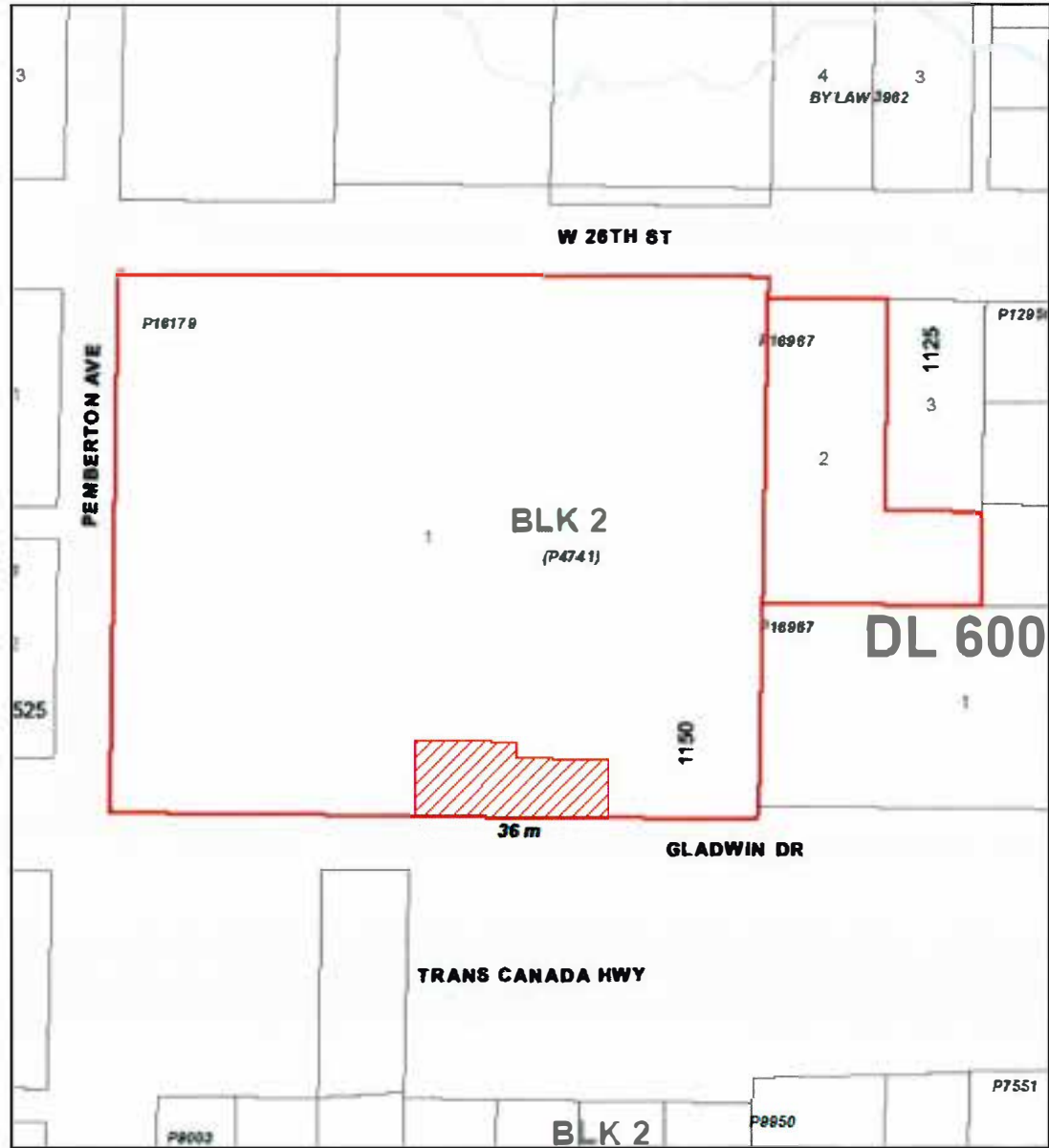
Schedule B to Bylaw 8379



- Parcel
- Cemetery
- CNV Works Yard (Taxable Portion)
- CNV Parkland
- DNV Parkland



Schedule C to Bylaw 8379



- Taxable Area
- Parcel

Ismaili Council for British Columbia
1150 GLADWIN DR



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The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

| | | |
|--------------|---|------|
| Section: | Finance | 5 |
| Sub-Section: | Permissive Tax Exemptions | 1970 |
| Title: | TAXATION EXEMPTIONS BY COUNCIL GUIDELINES | 3 |

POLICY

The *Community Charter* provides that on or before October 31 in any year, Council may, by bylaw, exempt land and/or improvements from municipal property taxes. In addition to the *Community Charter* requirements, those organizations applying for exemption must comply with the guidelines set out in this policy.

REASON FOR POLICY

The Council recognizes that such organizations contribute to the well being of the citizens of the Municipality and to the improvement of their quality of life, and that exemption from taxation by Council may effectively promote enhanced community services.

AUTHORITY TO ACT

Retained by Council

PROCEDURE

Criteria for Taxation Exemption by Council

Exemptions provided for in Section 224 (General Authority for Permissive Tax Exemptions) and covered by these guidelines are at the discretion of Council. There is no obligation to give an exemption. Council may also consider partial exemptions of less than 100%.

A financial cap equal to 0.6% of the tax levy applies to Section 224 exemptions only and specifically exclude Section 225 (Partnering, heritage, riparian and other special exemption authority) or Section 226 (Revitalization tax exemptions). When the funding requested exceeds the financial cap of 0.6% of the tax levy, the Community Services Advisory Committee has authority to allocate funds to applicants (within the limits of the financial cap) in the best interests of the District and make its recommendation to council. Under this authority some applicants might receive 100% of a funding request while other applicants might receive less than 100%.

Council may impose restrictions on the use of the property and may require the applicant to enter into an operating agreement or other legal agreement as a condition of an exemption. (eg: a requirement that sports groups be open to the public on Saturdays).

Organizations applying for taxation exemptions must successfully meet each general criteria.

1.0 General Criteria

- 1.1 Exemptions are based on the Section 224 use of the property, not on the charitable status of the organization as a whole.
- 1.2 In the case of non-profit organizations seeking permissive tax exemption on private property, only private property that is entirely used for charitable, philanthropic will be considered for exemption (ie: no partial exemptions based on portions of property used for charitable or philanthropic).
- 1.3 The operations of the applicant on the property must be consistent with municipal policies, plans, bylaws, codes and regulations.
- 1.4 In the case of non-profit organizations seeking tax exemption, only property that is utilized to provide services for and/or to support to all District residents, without discrimination, will be considered.

- 1.5 PTEs will not be considered where Council believes that an exemption will result in the inappropriate downloading of responsibilities and costs of other levels of government to local taxpayers.
- 1.6 Organizations that disparage others are not eligible for a Permissive Tax Exemption.
- 1.7 Receipt of a Permissive Tax Exemption will be taken into consideration when organizations apply for other municipal grants.
- 1.8 Organizations must meet the guidelines of section 224 of the Community Charter;
- 1.9 Organizations must be non-profit and must provide needed:
 - direct social & community services to District residents; or
 - arts and cultural activities of demonstrable benefit to District residents and that can be reasonably considered to provide a unique extension of municipal arts and cultural services; or
 - recreational services to District residents that can reasonably be considered an extension of municipal recreational services,
- 1.10 Organizations must offer services primarily to the broader community of citizens of the District of North Vancouver, and justify the need for that service;

For the purposes of general provisions 1.9 and 1.10, in establishing need for direct social, community, cultural or recreational services, the Community Services Advisory Committee has the power to make a distinction between addressing “need” and providing “choice” and will recommend to Council only those applications that address need.
- 1.11 Organizations must show evidence of ongoing, active volunteer involvement;
- 1.12 Organizations must present proof of financial responsibility and accountability;
 - The organization must provide any financial information and supporting information requested and, at a minimum, provide the previous year’s financial statements as per Section 7.1.
 - In assessing applications, the DNV will consider the ability of the organization to raise its own revenues.
- 1.13 Organizations must provide evidence of seeking funding from other sources, including exemptions from other levels of Government;

2.0 Applications

- 2.1 Application Form - The application form supplied by the municipality must be utilized by all applicants for tax exemption. The application form requires organizations to:
 - 2.1.1 declare under which subsection of section 224(2) of the *Community Charter* they are claiming the exemption;
 - 2.1.2 provide a full description of the organization, its purposes and programmes;
 - 2.1.3 provide all necessary documentation to support the status they claim; and
 - 2.1.4 provide financial statements in accordance with section 7 of this policy.
- 2.2 Completeness of Information Supplied - Unless all required information is supplied or a suitable explanation offered as to why this information cannot be supplied, the tax exemption application will not be considered.

- 2.3 Deadline - The deadline for applications in any year shall be set by the Community Services Advisory Committee and be strictly adhered to. The deadline must be on or before April 30th of the year preceding the year of tax exemption. Applications received after the deadline will only be considered if they meet the criteria under Section 2.4
- 2.4 Applications for Exemption Received after the Deadline – Subject to the provisions of the *Community Charter*, requests for exemption by Council which are received after the deadline will only be considered if they meet the following conditions:
- 2.4.1 The application complies with the tax exemption by Council guidelines as outlined in Section 1.0 of this policy;
- 2.4.2 The requirement for exemption was not reasonably foreseeable at the date of the deadline for exemptions for the current period;
- 2.4.3 Adequate justification is provided for not meeting the deadline for application for exemption for the current period.
- 2.4.4 A taxation exemption application form is completed.

Staff will review any application received after the deadline and provide recommendations to Council.

3.0 Review Process

- 3.1 Applications will be received by staff.
- 3.2 In the second year of council's mandate, the applications will be reviewed by the Community Services Advisory Committee, working with a staff liaison. A report and the necessary bylaw will be prepared for Council consideration by August 31st. Additional material, including completed applications, will be forwarded to Council only if specifically requested by Council.
- 3.3 Council approves a Permissive Tax Exemption bylaw once every four years in the second year of a Council's four year mandate. The bylaw is in effect for a four year period. The bylaw is supported by a full review of all applications.
- 3.4 New applications received in years one, three and four of a council mandate, will only be considered if there is room in the financial cap, if Council deems a service to be a District service or deems there to be a community "need".
- 3.5 Once Permissive Tax Exemption applications have been reviewed by the Community Services Advisory Committee and, it is confirmed that the total applications exceed the financial cap of .6% of the tax levy, the Community Services Advisory Committee will have the authority to allocate funds to applicants within the limits of the financial cap and make their recommendation to council. Staff will work with the Committee to establish allocation mechanisms.

4.0 Publication of Taxation Exemptions by Council Process and Criteria

- 4.1 The District Taxation Exemptions by Council Process and Guidelines will be publicized by posting a notice advising the Community of the Tax Exemption by Council process and criteria.
- 4.2 Taxation Exemptions by Council will be reported annually.

5.0 Council to Provide Notice of Permissive Tax Exemptions Prior to Adoption of Bylaw

- 5.1 Pursuant to Section 227 of the *Community Charter*, prior to adoption of a proposed bylaw to exempt property from taxation, Council is required to give notice of the bylaw. The notice must:
- 5.1.1 identify the property that would be subject to the bylaw,
 - 5.1.2 describe the proposed exemption,
 - 5.1.3 state the number of years that the exemption may be provided, and
 - 5.1.4 provide an estimate of the amount of taxes that would be imposed on the property if it were not exempt, for the year in which the proposed bylaw is to take effect and the following 2 years.

6.0 Acknowledgement of Taxation Exemptions by Council

- 6.1 All recipients of tax exemptions from the District of North Vancouver are required to publicly acknowledge the exemption.
- 6.2 This information is to be communicated to all beneficiaries, either in the local newspaper or through a letter, as well as, if applicable, in a prominent location in their publication.
- 6.3 If such publication lists community and government organizations in North Vancouver, such a list should also include the Council of the District of North Vancouver.

7.0 Accountability

- 7.1 When applying for a taxation exemption by Council, or upon request, the applicant will supply an audited financial statement for the most recent fiscal year, or where audited financial statements are not available, the applicant will supply financial statements that have been verified as correct by two signing officers from the organization.

| | | | |
|--------------------|--------------------|--------------|---------------------------|
| Approval Date: | May 6, 2002 | Approved by: | Regular Council |
| 1. Amendment Date: | September 10, 2007 | Approved by: | Regular Council |
| 2. Amendment Date: | July 22, 2015 | Approved by: | Finance & Audit Committee |
| 3. Amendment Date: | | Approved by: | |

Excerpt from Community Charter

General authority for permissive exemptions

224 (1) A council may, by bylaw in accordance with this section, exempt land or improvements, or both, referred to in subsection (2) or (3) from taxation under section 197 (1) (a) [*municipal property taxes*], to the extent, for the period and subject to the conditions provided in the bylaw.

(2) Tax exemptions may be provided under this section for the following:

(a) land or improvements that

- (i) are owned or held by a charitable, philanthropic or other not for profit corporation, and
- (ii) the council considers are used for a purpose that is directly related to the purposes of the corporation;

(b) land or improvements that

- (i) are owned or held by a municipality, regional district or other local authority, and
- (ii) the council considers are used for a purpose of the local authority;

(c) land or improvements that the council considers would otherwise qualify for exemption under section 220 [*general statutory exemptions*] were it not for a secondary use;

(d) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if

- (i) the land or improvements are owned by a public authority or local authority, and
- (ii) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;

(e) the interest of a public authority, local authority or any other corporation or organization in land or improvements that are used or occupied by the corporation or organization if

- (i) the land or improvements are owned by a person who is providing a municipal service under a partnering agreement,
- (ii) an exemption under section 225 [*partnering and other special tax exemption authority*] would be available for the land or improvements in relation to the partnering agreement if they were used in relation to the service,
- (iii) the partnering agreement expressly contemplates that the council may provide an exemption under this provision, and
- (iv) the land or improvements are used by the corporation or organization for a purpose in relation to which an exemption under this Division or Division 6 of this Part would apply or could be provided if the land or improvements were owned by that corporation or organization;

(f) in relation to property that is exempt under section 220 (1) (h) [*buildings for public worship*],

- (i) an area of land surrounding the exempt building,
- (ii) a hall that the council considers is necessary to the exempt building and the land on which the hall stands, and
- (iii) an area of land surrounding a hall that is exempt under subparagraph (ii);

(g) land or improvements used or occupied by a religious organization, as tenant or licensee, for the purpose of public worship or for the purposes of a hall that the council considers is necessary to land or improvements so used or occupied;

(h) in relation to property that is exempt under section 220 (1) (i) *[seniors' homes]*, (j) *[hospitals]* or (l) *[private schools]*, any area of land surrounding the exempt building;

(i) land or improvements owned or held by an athletic or service club or association and used as a public park or recreation ground or for public athletic or recreational purposes;

(j) land or improvements owned or held by a person or organization and operated as a licensed community care facility or registered assisted living residence under the *Community Care and Assisted Living Act*;

(k) land or improvements for which a grant has been made, after March 31, 1974, under the *Housing Construction (Elderly Citizens) Act* before its repeal.

(3) The authority under subsection (2) (e) and (g) to (j) is not subject to section 25 (1) *[prohibition against assistance to business]*.

(4) Subject to subsection (5), a bylaw under this section

(a) must establish the term of the exemption, which may not be longer than 10 years,

(b) may only be adopted after notice of the proposed bylaw has been given in accordance with section 227 *[notice of permissive tax exemptions]*, and

(c) does not apply to taxation in a calendar year unless it comes into force on or before October 31 in the preceding year.

(5) Subsection (4) (a) and (b) does not apply in relation to exemptions under subsection (2) (f) and (h).

(6) If only a portion of a parcel of land is exempt under this section, the bylaw under this section must include a description of the land that is satisfactory to the assessment commissioner.

(7) A bylaw under this section ceases to apply to property, the use or ownership of which no longer conforms to the conditions necessary to qualify for exemption and, after this, the property is liable to taxation.

AGREEMENT

Conditions of Exemption Agreement
(Capilano Tennis Club)

THIS AGREEMENT dated for reference the ____ day of _____, 2019

BETWEEN

CAPILANO TENNIS CLUB, having an address of P.O. Box #611, 718 - 333
Brooksbank Avenue, North Vancouver, British Columbia V7J 3V8

(the "Club")

AND

THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER, having offices at
355 West Queens Road, North Vancouver, British Columbia V7N 4N5

(the "District")

WHEREAS:

- A. The Club is a non-profit society registered pursuant to the *Societies Act* (British Columbia) under Number S-0010158;
- B. The Club leases lands and premises located at 2500 Capilano Road, North Vancouver, legally described as PID: 019-056-206, Lot A Block 10 District Lot 607 Group 1 New Westminster District and PID: 011-348-569, Lots 15 and 16 Block 10 District Lots 601 and 607 Plan 4740 (collectively, the "Land"), all of which Land is used by the Club for non-profit purposes;
- C. Four tennis courts (the "Courts") are located on the Land; and
- D. The District may by bylaw, in its sole discretion, in accordance with section 224 of the *Community Charter*, S.B.C. 2003, c.26 (the "Charter"), exempt the Land from property taxation under section 197(1)(a) of the Charter;
- E. Section 224(1) of the *Charter* provides that an exemption may be provided subject to conditions; and
- F. The District's municipal council has enacted the 2020-2023 Taxation Exemptions by Council Bylaw 8379 ("Bylaw 8379");

THE PARTIES HEREBY AGREE THAT if and for so long as the District exempts the Land from property taxation as aforesaid pursuant to Bylaw 8379 and section 224 of the *Charter*, which exemption will be in the sole discretion of the District's municipal council, the Club will fulfill the following conditions:

- 1) the Club will provide the general public (non-members of the Club) with access to the Courts in accordance with the following:
 - (a) each Court will be available for non-member public use at least 10 hours each week, and specifically, each Court will be available every week from 1 pm to 3 pm on Monday and Thursday, from 7 am to 9 am on Tuesday and Friday, and from 5 pm to 7 pm on Saturday (the "Non-Member Use Periods");
 - (b) the Club may move a Non-Member Use Period for one or more of the Courts from time to time in order to accommodate pre-planned Club activities, provided that notice of any such change will be posted on the Club's website at least one week in advance, and in any event, the aggregate Non-Member Use Periods for each Court will be not less than 10 hours per week;
 - (c) Non-Member Use Periods for each Court will be at least two hours in duration and will be provided at a variety of times on at least four different days over the course of each week;
 - (d) there will be no limitation on the number of times a non-member can use the Courts during Non-Member Use Periods;
 - (e) the Club may charge a reasonable user fee for public use of the Courts only if required by agreement between the Club and the Province of British Columbia, and then only in the amount required under such agreement;
 - (f) Club members may not use the Courts during Non-Member Use Periods unless invited and accompanied by a non-member, except if two of the four Courts are vacant during a Non-Member Use Period, members may use one of the vacant Courts until such time as it is required for use by a non-member, at which time the Club members will vacate the Court;

- (g) Courts may be pre-booked by non-member groups for use during Non-Member Use Periods, provided that such groups book at least two weeks in advance, but individuals may not pre-book use of the Courts. Pre-booked dates will be indicated in the Club calendar;
- (h) the Courts will be available to non-members during the Non-Member Use Periods on a first come, first served basis, unless pre-booked by a non-member group;
- (i) members and non-members will be subject to the same rules and regulations governing Court use, provided that such rules and regulations do not conflict with the terms of this Agreement; and
- (j) prior to entering the Courts, non-members will log their name and contact information in the Club's guest book and pay the user fee.

2) the Club will provide on the home page of its website, in bold print:

- (a) a statement that the Courts are available for non-member public access at certain times and the fee payable for public use;
- (b) an easily visible link to a list of the Non-Member Use Periods of hours; and
- (c) an easily visible link to instructions for booking or accessing the Courts and any other relevant information relating to such public use.

3) The Club will further:

- (a) advertise the availability of the Courts for non-member public use in the North Vancouver Recreation Commission program guide, and list the Non-Member Use Periods; and
- (b) publish the Non-Member Use Periods in the Club Calendar, which Club Calendar will be available to non-members as well as members.

In the event that the Club fails or ceases to fulfil the foregoing conditions, then the Land shall no longer be exempt from property taxes. Notwithstanding the foregoing, nothing herein or in any other agreement obligates the District to provide the Club with an

exemption from property taxes now or at any other time, and Bylaw No. 8379 may be repealed at any time, in the sole discretion of the District’s municipal council. In the event that Bylaw No. 8379 is repealed, this Agreement will automatically terminate.

IN WITNESS WHEREOF the parties have executed this Agreement effective as of _____, 2019:

CAPILANO TENNIS CLUB by its)
authorized signatories:)
)
)
_____)
Name:)
)
_____)
Name:)
)
)

THE CORPORATION OF THE DISTRICT)
OF NORTH VANCOUVER by its)
authorized signatories:)
)
_____)
Mayor)
)
_____)
Municipal Clerk)
)



| 2020-2023 PERMISSIVE TAX EXEMPTIONS -by Council Bylaw 8379 | | | | | | | | | | PROJECTED | | | | |
|--|----|---|--|-----------------|-------|------------------|---|-----------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|--|
| Comm Charter Section - 224(2) | | APPLICANT | ADDRESS | FOLIO NUMBER | CLASS | TOTAL ASSESSMENT | PERMISSIVE EXEMPT PORTION OF ASSESSMENT | TAX RATE (2019) | 2019 MUNICIPAL TAXES EXEMPT PORTION* | 2020 MUNICIPAL TAXES EXEMPT PORTION* | 2021 MUNICIPAL TAXES EXEMPT PORTION* | 2022 MUNICIPAL TAXES EXEMPT PORTION* | 2023 MUNICIPAL TAXES EXEMPT PORTION* | COMMUNITY CHARTER DESCRIPTION |
| (a) | 1 | North Shore Crisis Services Society | That portion of Lot 2, District Lot 2087, Plan LMP 24090 | 052-7240-9000-2 | Res | 4,164,000 | 2,140,000 | 1.66139 | 3,555 | 3,733 | 3,920 | 4,116 | 4,322 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 2 | St. John Society (B.C. and Yukon) | 106/107 - 223 Mountain Highway | 090-6226-4007X | Bus | 1,905,000 | 1,905,000 | 4.62771 | 8,816 | 9,257 | 9,719 | 10,205 | 10,716 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 3 | St. John Society (B.C. and Yukon) | 108 - 223 Mountain Highway | 090-6228-4008-8 | Bus | 571,000 | 571,000 | 4.62771 | 2,642 | 2,775 | 2,913 | 3,059 | 3,212 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 4 | North Shore Disability Resource Centre Foundation | 3158 Mountain Highway | 0505154-1027-6 | Bus | 565,500 | 565,500 | 4.62771 | 2,617 | 2,748 | 2,885 | 3,029 | 3,181 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 5 | North Shore Disability Resource Centre Foundation | 3140 Mountain Highway | 050-5154-1028-4 | Bus | 2,556,000 | 2,556,000 | 4.62771 | 11,828 | 12,420 | 13,041 | 13,693 | 14,378 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 6 | North Shore Disability Resource Centre | 104-3205 Mountain Hwy | 051-4037-1104-5 | Res | 140,000 | 140,000 | 1.66139 | 233 | 244 | 256 | 269 | 283 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 7 | North Shore Disability Resource Centre | 204-3205 Mountain Hwy | 051-4037-1122-3 | Res | 140,000 | 140,000 | 1.66139 | 233 | 244 | 256 | 269 | 283 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 8 | North Shore Disability Resource Centre | 304-3205 Mountain Hwy | 051-4037-1141-x | Res | 140,000 | 140,000 | 1.66139 | 233 | 244 | 256 | 269 | 283 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 9 | North Shore Disability Resource Centre | 404-3205 Mountain Hwy | 051-4037-1160-6 | Res | 140,000 | 140,000 | 1.66139 | 233 | 244 | 256 | 269 | 283 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 10 | Canadian Mental Health Association | 1573 Arborlynn Drive | 070-0953-9100-2 | Res | 1,341,400 | 1,341,400 | 1.66139 | 2,229 | 2,340 | 2,457 | 2,580 | 2,709 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 11 | Canadian Mental Health Association | 1198 Harold Road | 051-0721-8500-7 | Res | 1,205,700 | 1,205,700 | 1.66139 | 2,003 | 2,103 | 2,208 | 2,319 | 2,435 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 12 | Change the World Foundation (Harvest Project) | 1071 Roosevelt Crescent | 010-1608-2000-6 | Bus | 14,550,000 | 3,663,000 | 4.62771 | 17,877 | 18,771 | 19,709 | 20,695 | 21,729 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 13 | WBT Wild Bird Trust of British Columbia | 2649 Dollarton Highway | 100-0139-7551-X | Bus | 236,400 | 236,400 | 4.62771 | 1,094 | 1,149 | 1,206 | 1,266 | 1,330 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 14 | 18th Street Society | 1063 Hendecourt Rd | 051-1436-0160-1 | Res | 1,499,000 | 1,499,000 | 1.66139 | 2,490 | 2,615 | 2,746 | 2,883 | 3,027 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 15 | 18th Street Society | 821 E 29th St | 0500742-6330-7 | Res | 1,478,000 | 1,478,000 | 1.66139 | 2,456 | 2,578 | 2,707 | 2,843 | 2,985 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| | 16 | North Star Montessori Elementary Society | 1325 E Keith Rd | 090-7535-4010-X | Res | 1,312,000 | 1,312,000 | 1.66139 | 2,180 | 2,289 | 2,403 | 2,523 | 2,649 | s.224(2)(a) Charitable / Philanthropic / not for profit corp. |
| (b) | 1 | The Corporation of the District of West Vancouver | Parkland | 020-0343-0400-2 | Res | 5,108,000 | 5,108,000 | 1.66139 | 8,486 | 8,911 | 9,356 | 9,824 | 10,315 | s.224(2)(b) owned by municipality and used for local authority. |
| | 2 | The Corporation of the District of West Vancouver | Parkland | 011-0469-5900-9 | Res | 2,002,000 | 2,002,000 | 1.66139 | 3,326 | 3,492 | 3,667 | 3,850 | 4,043 | s.224(2)(b) owned by municipality and used for local authority. |
| | 3 | The Corporation of the District of West Vancouver | Parkland | 011-0469-8100-3 | Res | 1,312,000 | 1,312,000 | 1.66139 | 2,180 | 2,289 | 2,403 | 2,523 | 2,649 | s.224(2)(b) owned by municipality and used for local authority. |
| | 4 | Greater Vancouver Water District | Capilano River Regional Park | 021-0346-0100-7 | Rec | 3,762,000 | 3,762,000 | 4.14277 | 15,585 | 16,364 | 17,183 | 18,042 | 18,944 | s.224(2)(b) owned by regional district and used for the purposes of the local authority. |
| | 5 | The Corporation of the City of North Vancouver - parkland | DL 1620 | 090-0675-3800-2 | Bus | 10,314,000 | 4,126,000 | 4.62771 | 19,094 | 20,049 | 21,051 | 22,104 | 23,209 | s.224(2)(b) owned by municipality and used for local authority. |
| | 7 | Parkgate Community Health Centre | 3675 Banff Court | 110-2316-0010-0 | Bus | 17,378,000 | 2,606,000 | 4.62771 | 12,060 | 12,663 | 13,296 | 13,961 | 14,659 | s.224(2)(b) operated as licensed community care facility or registered assisted living residence |
| | | | | | Rec | 1,955,000 | 1,995,000 | 4.14277 | 8,265 | 8,678 | 9,112 | 9,568 | 10,048 | s.224(2)(b) operated as licensed community care facility or registered assisted living residence |
| (c) | | NIL | | | | | | | | | | | | |
| (d) | 1 | Deep Cove Cultural Society | 4360 Gallant Avenue | 130-2304-2005-2 | Bus | 2,466,000 | 2,466,000 | 4.62771 | 11,412 | 11,983 | 12,582 | 13,211 | 13,871 | s.224(2)(d) land owned by a local authority |
| | 2 | North Vancouver Community Players | 815 East 11th Street | 080-0176-1300-0 | Bus | 1,948,800 | 1,948,800 | 4.62771 | 9,018 | 9,489 | 9,943 | 10,440 | 10,962 | s.224(2)(d) land owned by a local authority |
| | 3 | RNB Dance & Theatre Arts Society | 3355 Mountain Highway | 0502162-0020-2 | Bus | 3,911,000 | 3,911,000 | 4.62771 | 18,099 | 19,004 | 19,954 | 20,952 | 21,999 | s.224(2)(d) land owned by a local authority |

| 2020-2023 PERMISSIVE TAX EXEMPTIONS -by Council Bylaw 8379 | | | | | | | | | | PROJECTED | | | | | |
|--|----|--|--|-----------------|-------|--------------------------|--|--------------------|--|---|---|---|---|--|--|
| Comm Charter Section - 224 (2) | | APPLICANT | ADDRESS | FOLIO NUMBER | CLASS | TOTAL ASSESS- MENT | PERMISSIVE EXEMPT PORTION OF ASSESSMENT | TAX RATE (2019) | 2019 MUNICIPAL TAXES EXEMPT PORTION* | 2020 MUNICIPAL TAXES EXEMPT PORTION* | 2021 MUNICIPAL TAXES EXEMPT PORTION* | 2022 MUNICIPAL TAXES EXEMPT PORTION* | 2023 MUNICIPAL TAXES EXEMPT PORTION* | COMMUNITY CHARTER DESCRIPTION | |
| | 4 | RNB Dance & Theatre Arts Society | 151/155 1233 Lynn Valley Road | 050-3161-9775-0 | Bus | 1,649,000 | 1,649,000 | 4.62771 | 7,631 | 8,013 | 8,413 | 8,834 | 9,276 | s.224(2)(d) land owned by a local authority | |
| | 5 | Parkgate Community Services Society | 949 Lytton Street | 100-1523-1009-6 | Bus | 1,647,000 | 1,647,000 | 4.62771 | 7,622 | 8,003 | 8,403 | 8,823 | 9,264 | s.224(2)(d) land owned by a local authority | |
| | 6 | North Shore Neighbourhood House | 3361 Mountain Highway | 051-2162-0030-X | Res | 1,094,100 | 1,094,100 | 1.66139 | 1,818 | 1,909 | 2,004 | 2,104 | 2,209 | s.224(2)(d) land owned by a local authority | |
| | 7 | Seymour Heights Parent Participation Preschool Association | 800 Lytton Street | 100-1523-1007-X | Res | 444,600 | 444,600 | 1.66139 | 739 | 776 | 814 | 855 | 898 | s.224(2)(d) land owned by a local authority | |
| | 8 | Lynn Valley Parent Participation Preschool | 3220 Mountain Highway | 052-3077-0402-5 | Res | 344,000 | 344,000 | 1.66139 | 572 | 600 | 630 | 662 | 695 | s.224(2)(d) land owned by a local authority | |
| | 9 | Lynn Valley Services Society | 940 Lynn Valley Road | 050-74770700-6 | Res | 1,097,400 | 1,097,400 | 1.66139 | 1,823 | 1,914 | 2,010 | 2,111 | 2,216 | s.224(2)(d) land owned by a local authority | |
| | 10 | Delbrook Partnership for Quality Child Care Association | 3111 Stanley Avenue | 0303057-7200-7 | Res | 1,237,000 | 1,237,000 | 1.66139 | 2,055 | 2,158 | 2,266 | 2,379 | 2,498 | s.224(2)(d) land owned by a local authority | |
| | 11 | Deep Cove Rowing Club | 2156 Banbury Road | 132-0453-7420-1 | Bus | 657,000 | 657,000 | 4.62771 | 3,040 | 3,192 | 3,352 | 3,520 | 3,696 | s.224(2)(d) land owned by a local authority | |
| | 12 | Hollyburn Family Services Society | That portion of Lot A, Block 7, District Lot 193, Plan 12218 | 100-0101-2600-7 | Res | 1,636,000 | 1,636,000 | 1.66139 | 2,718 | 2,854 | 2,997 | 3,146 | 3,304 | s.224(2)(d) land owned by a local authority | |
| | 13 | Hollyburn Family Services Society | 3212 Mount Seymour Parkway | 110-0395-3200-3 | Res | 3,098,000 | 3,098,000 | 1.66139 | 5,147 | 5,404 | 5,675 | 5,958 | 6,256 | s.224(2)(d) land owned by a local authority | |
| | 14 | Hollyburn Family Services Society | 3218 Mount Seymour Parkway | 110-0395-3000-0 | Res | 4,643,000 | 4,643,000 | 1.66139 | 7,714 | 8,100 | 8,505 | 8,930 | 9,376 | s.224(2)(d) land owned by a local authority | |
| | 15 | Hollyburn Family Services Society | Lot F, Block G, District Lot 613, Plan 20442 | 090-2044-2020-2 | Res | 3,396,000 | 3,396,000 | 1.66139 | 5,642 | 5,924 | 6,220 | 6,531 | 6,858 | s.224(2)(d) land owned by a local authority | |
| | 16 | Family Services of the North Shore | 399 Seymour River Place | 100-1648-6004-5 | Bus | 524,000 | 524,000 | 4.62771 | 2,425 | 2,546 | 2,673 | 2,807 | 2,948 | s.224(2)(d) land owned by a local authority | |
| | 17 | Capilano Tennis Club** | 2500 Capilano Road | 011-0341-7010-3 | Rec | 378,000 | 378,000 | 4.14277 | 1,566 | 1,644 | 1,726 | 1,813 | 1,903 | s.224(2)(d) land owned by a local authority | |
| | | | | | Bus | 794,000 | 794,000 | 4.62771 | 3,674 | 3,858 | 4,051 | 4,254 | 4,466 | s.224(2)(d) land owned by a local authority | |
| (g) | 1 | Aga Khan Foundation Canada | 1150 Gladwin Drive | 011-1617-9000-3 | Rec | 10,301,000 | 10,301,000 | 4.14277 | 42,675 | 44,808 | 47,049 | 49,401 | 51,871 | s.224(2)(g) used by a religious organization, as tenant or licensee, for the purpose of public worship | |
| | 2 | Aga Khan Foundation Canada | 1150 Gladwin Drive | 011-1696-7010-4 | Rec | 727,600 | 727,600 | 4.14277 | 3,014 | 3,165 | 3,323 | 3,489 | 3,664 | s.224(2)(g) used by a religious organization, as tenant or licensee, for the purpose of public worship | |
| (h) | | NIL | | | | | | | | | | | | | |
| (j) | 1 | North Shore Disability Resource Centre Association | 5793 Nancy Greene Way | 022-2160-5070-7 | Res | 1,682,000 | 1,682,000 | 1.66139 | 2,794 | 2,934 | 3,081 | 3,235 | 3,397 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence | |
| | 2 | North Shore Disability Resource Centre Association | 4060 Shone Road | 110-2097-6100-8 | Res | 1,603,000 | 1,603,000 | 1.66139 | 2,663 | 2,796 | 2,936 | 3,083 | 3,237 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence | |
| | 3 | North Shore Disability Resource Centre Association | 4338 Quinton Place | 021-0265-48003 | Res | 2,599,000 | 2,599,000 | 1.66139 | 4,318 | 4,534 | 4,761 | 4,999 | 5,248 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence | |
| | 4 | North Shore Disability Resource Centre | 951 Hendry Ave | 080-01771000-6 | Res | 1,693,500 | 1,693,500 | 1.66139 | 2,814 | 2,954 | 3,102 | 3,257 | 3,420 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence | |
| | 5 | North Shore Disability Resource Centre | 750 W 23rd St | 011-1810-1020-8 | Res | 1,773,000 | 1,773,000 | 1.66139 | 2,946 | 3,093 | 3,248 | 3,410 | 3,580 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence | |

| 2020-2023 PERMISSIVE TAX EXEMPTIONS -by Council Bylaw 8379 | | | | | | | | | PROJECTED | | | | | |
|--|----|--|------------------------------------|-----------------|-------|--------------------------|--|--------------------|--|---|---|---|---|--|
| Comm Charter Section - 224 (2) | | APPLICANT | ADDRESS | FOLIO NUMBER | CLASS | TOTAL ASSESS- MENT | PERMISSIVE EXEMPT PORTION OF ASSESSMENT | TAX RATE (2019) | 2019 MUNICIPAL TAXES EXEMPT PORTION* | 2020 MUNICIPAL TAXES EXEMPT PORTION* | 2021 MUNICIPAL TAXES EXEMPT PORTION* | 2022 MUNICIPAL TAXES EXEMPT PORTION* | 2023 MUNICIPAL TAXES EXEMPT PORTION* | COMMUNITY CHARTER DESCRIPTION |
| | 6 | North Shore Disability Resource Centre | 2000 Rufus Dr | 050-1701-2540-8 | Res | 1,442,000 | 1,442,000 | 1.66139 | 2,396 | 2,516 | 2,641 | 2,773 | 2,912 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 10 | Community Living Society | 2985 Newmarket Drive | 030-0283-1000-4 | Res | 2,446,000 | 2,446,000 | 1.66139 | 4,064 | 4,267 | 4,480 | 4,704 | 4,940 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 11 | Community Living Society | 4537 Capilano Road | 021-0252-4400-0 | Res | 1,444,700 | 1,444,700 | 1.66139 | 2,400 | 2,520 | 2,648 | 2,779 | 2,917 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 12 | Community Living Society | 3091 Paisley Road | 020-0301-1800-X | Res | 1,916,300 | 1,916,300 | 1.66139 | 3,184 | 3,343 | 3,510 | 3,686 | 3,870 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 13 | Community Living Society | 3660 Maginnis Avenue | 052-07327515-8 | Res | 1,425,200 | 1,425,200 | 1.66139 | 2,368 | 2,466 | 2,611 | 2,741 | 2,878 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 14 | Community Living Society | 1075 Frederick Road | 051-0678-3210-5 | Res | 1,275,000 | 1,275,000 | 1.66139 | 2,118 | 2,224 | 2,335 | 2,452 | 2,575 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 15 | Community Living Society | 1680 Ross Road | 060-0825-8800-4 | Res | 1,365,900 | 1,365,900 | 1.66139 | 2,269 | 2,383 | 2,502 | 2,627 | 2,758 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 16 | Community Living Society | 3636 Norwood Avenue | 040-0762-8400-X | Res | 1,625,900 | 1,625,900 | 1.66139 | 2,701 | 2,836 | 2,978 | 3,127 | 3,283 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 17 | Greater Vancouver Community Services Society | 3403 Mount Seymour Parkway | 110-0408-9600-5 | Res | 1,259,000 | 1,259,000 | 1.66139 | 2,092 | 2,196 | 2,306 | 2,421 | 2,542 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 18 | Greater Vancouver Community Services Society | 1693 Coleman Street | 053-1538-9010-X | Res | 1,448,000 | 1,448,000 | 1.66139 | 2,406 | 2,526 | 2,652 | 2,785 | 2,924 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 19 | North Shore Connexions Society | 2490 Edgemont Boulevard | 030-02721100-2 | Res | 1,455,000 | 1,455,000 | 1.66139 | 2,417 | 2,538 | 2,665 | 2,798 | 2,938 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 20 | North Shore Connexions Society | 4410 Capilano Road | 021-3443-5200-5 | Res | 1,571,400 | 1,571,400 | 1.66139 | 2,611 | 2,741 | 2,878 | 3,022 | 3,173 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 21 | North Shore Connexions Society | 1240 Barynn Crescent | 050-1654-6030-X | Res | 1,572,000 | 1,572,000 | 1.66139 | 2,612 | 2,742 | 2,879 | 3,023 | 3,175 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 22 | North Shore Connexions Society | 1904 Peters Road | 052-1764-9216-X | Res | 1,568,000 | 1,568,000 | 1.66139 | 2,605 | 2,735 | 2,872 | 3,016 | 3,168 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 23 | Turning Point Recovery Society | 2670 Lloyd Avenue (leased portion) | 011-0294-2700-2 | Res | 2,500,000 | 2,500,000 | 1.66139 | 4,153 | 4,361 | 4,579 | 4,808 | 5,049 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | 24 | Turning Point Recovery Society | 2431 Burr Place | 100-3562-5400-3 | Res | 2,082,000 | 2,082,000 | 1.66139 | 3,459 | 3,632 | 3,814 | 4,004 | 4,204 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |

| 2020-2023 PERMISSIVE TAX EXEMPTIONS -by Council Bylaw 8379 | | | | | | | | | PROJECTED | | | | | |
|--|----|---|-----------------------|-----------------|-------|--------------------------|--|--------------------|--|---|---|---|---|---|
| Comm Charter Section- 224(2) | | APPLICANT | ADDRESS | FOLIO NUMBER | CLASS | TOTAL ASSESS- MENT | PERMISSIVE EXEMPT PORTION OF ASSESSMENT | TAX RATE (2019) | 2019 MUNICIPAL TAXES EXEMPT PORTION* | 2020 MUNICIPAL TAXES EXEMPT PORTION* | 2021 MUNICIPAL TAXES EXEMPT PORTION* | 2022 MUNICIPAL TAXES EXEMPT PORTION* | 2023 MUNICIPAL TAXES EXEMPT PORTION* | COMMUNITY CHARTER DESCRIPTION |
| (k) | 1 | Kiwanis Seniors Citizens Homes Ltd. | 2555 Whiteley Court | 050-1466-1000-8 | Res | 19,105,000 | 19,105,000 | 1.66139 | 31,741 | 33,328 | 34,994 | 36,744 | 38,581 | s.224(2)(k) grant was made after 1974 under the Housing Construction (Elderly Citizens) Act before its repeal |
| | 2 | Lowland Senior Citizens Housing Society | 1335 East 27th Street | 070-1729-2020-5 | Res | 21,440,000 | 21,440,000 | 1.66139 | 35,620 | 37,401 | 39,271 | 41,235 | 43,297 | s.224(2)(k) grant was made after 1974 under the Housing Construction (Elderly Citizens) Act before its repeal |
| | | | | Sub-Total | | 206,226,400 | 158,429,400 | | 394,868 | 414,612 | 435,342 | 457,109 | 479,965 | |
| | | NEW APPLICATIONS | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| (b) | 6 | District Animal Shelter | 2580 Capilano Road | 020-3354-4000-2 | Bus | 9,428,000 | 1,600,000 | 4.62771 | 7,404 | 7,775 | 8,163 | 8,571 | 9,000 | s.224(2)(b) owned by municipality and used for local authority. |
| (d) | 19 | Forest View Early Learning Society | 3592 Mountain Highway | 0522126-2005-3 | Res | 1,450,000 | 1,450,000 | 1.66139 | 2,409 | 2,529 | 2,656 | 2,789 | 2,928 | s.224(2)(d) Charitable / Philanthropic / not for profit corp. |
| (j) | 7 | North Shore Disability Resource Centre Association | 1608 Keirstead Place | 052-2268-00407 | Res | 1,685,000 | 1,685,000 | 1.66139 | 2,799 | 2,939 | 3,086 | 3,241 | 3,403 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| (j) | 8 | North Shore Disability Resource Centre Association | 1630 Kilmer Road | 052-2023-4010-4 | Res | 1,570,000 | 1,570,000 | 1.66139 | 2,608 | 2,739 | 2,876 | 3,020 | 3,171 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| (j) | 9 | North Shore Disability Resource Centre Association | 3908 Loraine Avenue | 020-0289-3900-X | Res | 1,986,400 | 1,986,400 | 1.66139 | 3,300 | 3,465 | 3,638 | 3,820 | 4,011 | s.224(2)(j) operated as licensed community care facility or registered assisted living residence |
| | | | | Sub-Total | | 16,119,400 | 8,291,400 | | 18,521 | 19,447 | 20,420 | 21,441 | 22,513 | |
| | | Total PTE Requests reviewed by CSAC | | | | 222,345,800 | 168,720,800 | | 413,390 | 434,059 | 455,762 | 476,550 | 502,478 | |
| | | TOTAL per recommendation | | | | 222,345,800 | 168,720,800 | | 413,390 | 434,059 | 455,762 | 476,550 | 502,478 | |
| | | Data Source: 2019 Revised Assessment Roll; 2019 Municipal Tax Rates | | | | | | | | | | | | |

| AGENDA INFORMATION | |
|---|-----------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>Sept. 30, 2019</u> |
| <input type="checkbox"/> Other: | Date: _____ |

| | | |
|---|--|--|
|  Dept. Manager |  GM/ Director |  CAO |
|---|--|--|

The District of North Vancouver REPORT TO COUNCIL

September 20, 2019

File: 05.1930/2019

AUTHOR: Cristina Rucci, Community Planner
Elio Iorio, Acting Manager, Financial Services

SUBJECT: 2020 - 2023 Taxation Exemptions for Places of Public Worship Bylaw
8380, 2019

RECOMMENDATION:

THAT the "2020 – 2023 Taxation Exemptions for Places of Public Worship, Bylaw 8380, 2019" be now read a FIRST, SECOND and THIRD time.

REASON FOR REPORT:

In compliance with the *Community Charter*, a bylaw to provide permissive tax exemptions for Places of Public Worship has been prepared for Council's consideration.

SUMMARY:

To provide permissive tax exemptions Council may, on or before October 31st of each year, adopt a bylaw to exempt certain land or improvements (or both) from municipal taxation. The granting of an exemption includes property utilized in the provision of public worship. Bylaw 8380 (Attachment 1) identifies 23 places of worship along with 2 manse that are recommended for tax exemptions for 2020-2023.

BACKGROUND:

The *Community Charter* provides for statutory taxation exemptions under Section 220 (1)(h) for places of public worship (the main building only) and the land on which the building stands.

Section 224(2) (f) of the *Community Charter* allows Council to grant, by bylaw, permissive exemptions for:

- i. An area of land surrounding the exempt buildings (e.g. around the main place of the public worship building),
- ii. A hall that the council considers is necessary to the exempt building and the land on which the hall stands; and,
- iii. An area of land surrounding a hall that is exempt under subparagraph (ii).

The above exemptions may be granted only if a property has qualified for the statutory exemption provided under *Charter* Section 220 (1) (h).

The properties listed in the Bylaw have received a statutory exemption from the Provincial government. Land essential to the operations of the exempt building (area of land surrounding) has traditionally received permissive tax exemptions due to its necessity in sustaining the functions of the building (Attachment 1, Section 3)

A list of the proposed 2020-2023 permissive tax exemptions for two accessory buildings (both manses) and an estimate of the amount of municipal taxes that would have applied is provided (Attachment 2).

Timing/Approval Process:

Pursuant to the *Community Charter*, if Council wishes to exempt the buildings and lands noted in this report, Council must adopt the Places of Public Worship Bylaw by October 31st of the current year. The bylaw aligns to the four-year time frame as set through the Taxation Exemptions by Council Guidelines policy.

Financial Impacts:

If Council were to approve the recommendations for exemptions for Places of Public Worship, the total 2019 exempt assessments would be \$3,063,600 and the related 2019 municipal tax exemptions would be \$12,692.

Respectfully submitted,



Cristina Rucci,
Community Planner



Elio Iorio,
Acting Manager, Financial Services

- Attachment 1: 2020-2023 Taxation Exemptions for Places of Public Worship Bylaw 8380, 2019
- Attachment 2: List of proposed 2020-2023 Permissive Taxation Exemptions by Council for Accessory Buildings – Bylaw Section 4

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

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The Corporation of the District of North Vancouver

Bylaw 8380

A bylaw to exempt from taxation certain places of public worship.

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

Citation

1. This bylaw may be cited as “2020 – 2023 Taxation Exemptions for Places of Public Worship Bylaw 8380, 2019”.

Statutory Exemptions under Section 220(1)(h) of the *Community Charter*

2. The following property used pursuant to Section 220(1)(h) of the *Community Charter* (buildings used for public worship and the lands on which those buildings stand) is exempt from taxation imposed under the Annual Tax Rates Bylaw:
 - a) Lot A, Block 13, District Lot 543, Plan 3766, PID: 012-216-526, Roll # 130-0152-8410-7 (Trustees of the Congregation of Deep Cove Gospel Hall, 4544 Cove Cliff Road);
 - b) Lot B, Block 59, District Lot 552, Plan 4680, PID: 011-417-803, Roll # 010-0173-2300-2 (North Vancouver Islaamic Association (Masjid Ar-Rahman), 1390 West 15th Street);
 - c) Lot 2, Block 10, District Lot 594, Plan LMP4072, PID: 017-754-551, Roll # 021-7407-2010-4 (Pentecostal Assemblies of Canada (Avant Life Church), 4840 Capilano Road);
 - d) Lot 2, Block N, District Lots 598 to 601, Plan 11457, PID: 009-062-335, Roll # 020-0294-4600-7 (Parish of St. Catherine's Capilano, 1058 Ridgewood Drive);
 - e) Lot A, District Lot 600, Group 1, Plan EPP41237, PID: 029-338-875 Roll # 020-3412-3700-0 (The Trustees of the Congregation of Highlands United Church, 3255 Edgemont Boulevard);
 - f) Lot 1, Block 2, District Lot 600, Plan 16967, PID: 007-335-946, Roll # 011-1696-7000-7 (Gloria Dei Lutheran Church, 1110 Gladwin Drive);
 - g) Lot 1, Block 11, District Lot 624, Plan 10725, PID: 009-395-857 Roll # 130-0158-7500-8 (The Bridge Community Church of North Vancouver, 1384 Deep Cove Road);

- h) Lot 27 Except Part in Plan 18832 District Lot 624, Plan 18740, PID: 007-094-515, Roll # 110-1874-0265-5 (Roman Catholic Archbishop of Vancouver (St. Pius X Parish), 1150 Mt. Seymour Road);
- i) Lot A of Lot 11, District Lot 622, Plan 21681, PID: 010-530-061, Roll # 110-2168-1000-0 (Trustees of the Congregation of Mount Seymour United Church, 1200 Parkgate Avenue);
- j) Lot 1, Blocks 18 and 19, District Lot 2022, Plan 14937, PID: 007-781-580, Roll # 070-1493-7000-8 (Roman Catholic Archbishop of Vancouver (St. Stephen's Church), 1330 East 24th Street);
- k) Lot D, Block 34, District Lot 2022, Plan 8374, PID: 010-115-510, Roll # 070-0706-3000-3 (Trustees of the Lynn Valley Congregation of Jehovah's Witnesses, 2626 Mountain Highway);
- l) Lots A and B, Block 35, District Lot 2022, Plan 17292, PID: 007-290-110, Roll # 070-1729-2000-0 and Roll # 070-1729-2010-8 (Westlynn Baptist Church, 1341 East 27th Street);
- m) The North ½ of Block 45, District Lot 2022, Plan 1000, PID: 015-037-801, Roll # 070-0708-1300-0 (New Life Christian Centre Society, 2800 Mountain Highway);
- n) Lot 1, Block 54, District Lot 2022, Plan 20270, PID: 005-085-802, Roll # 051-2027-0000-3 (Lynn Valley Full Gospel Church, 1160 East 29th Street);
- o) Lot 1, Block 7, District Lot 2023, Plan 15925, PID: 007-605-331, Roll # 052-1592-5000-5 (The Synod of the Diocese of New Westminster (St. Clement's Anglican Church), 3400 Institute Road);
- p) Lot 6, District Lot 2025, Plan 17012, PID: 007-332-874, Roll # 050-1701-2050-3 (The Church of Jesus Christ of Latter Day Saints in Canada, 941 Lynn Valley Road);
- q) Lot 1, Blocks 5 to 13, District Lot 2025, Plan 16313, PID: 007-511-221, Roll # 050-1631-3000-0 (The Hillside Baptist Church of North Vancouver, B.C., 870 Lynn Valley Road);
- r) Lot A (EP6080) and Amended Lot 5 (EP6080), Block 20, District Lot 2026, Plan 3837, PID: 012-122-785, Roll # 040-0768-8600-X & PID: 012-122-777, Roll # 040-0769-0500-4 (Trustees of the Congregation of the North Lonsdale United Church, 3380 Lonsdale Avenue);
- s) Lot 7 of Lot A, Block 23, District Lot 2026, Plan 2783, PID: 013-398-229, Roll # 040-0770-1800-1 (Kings Road Baptist Church, 131 East Kings Road);

- t) Lot 1 of Lot 4, Blocks 25 to 29, District Lot 2026, Plan 14209, PID: 007-894-376, Roll # 040-1420-9000-X (The Parish of St. Martin's North Vancouver, 195 East Windsor Road);
- u) Lot A, Block 8, Westlynn Plan 17299, PID: 007-289-952, Roll # 070-1729-9000-9 (Mount Olivet Lutheran Church of North Vancouver, 1700 Mountain Highway);
- v) Lot J, Block 4, South East ¼ of District Lot 617, Plan 1229, PID: 014-851-318, Roll # 030-0379-0000-5 (BC Conference of Mennonite Brethren Churches (North Shore Pacific Grace MB Church), 515 West Windsor Road);
- w) Air Space Parcel 1, District Lot 2023, Group 1, New Westminster District Air Space Plan EPP66669, PID: 030-005-043, Roll #051-6666-6900-7 (Trustees of the Congregation of Lynn Valley United Church Pursuant to the United Church of Canada Act, 3201 Mountain Hwy).

Permissive Exemptions under Section 224(2)(f)(i) of the *Community Charter*

3. The area of land surrounding the exempt building set apart for public worship, for all those properties outlined in Section 2 of this Bylaw, (excluding the area of land described below) are exempt from taxation imposed under the Annual Tax Rates Bylaw.

- a) Lot 27 REM, District Lot 624, Plan 18740 Except Plan 18832, PID: 007-094-515, Roll # 110-1874-0265-5 the portion marked A on the attached plan Schedule A and described as follows:

commencing at the southwest corner, thence east along the lot line for 14 metres, thence north along a line parallel to the west property line for 40 metres, thence west for 14 metres, along a line parallel to the south lot line south to and along the west lot line returning to the point of commencement, containing 560 m² (St. Pius X Church, 1150 Mt. Seymour Road);

- b) Lot 1, Blocks 18 and 19, District Lot 2022, Plan 14937, PID: 007-781-580, Roll # 070-1493-7000-8 the portion marked B (being the combined B1 and B2) on the attached plan Schedule B and described as follows:

commencing at the southeast corner, thence west along the south lot line for 50 metres, thence north along a line parallel to the east lot line for 37 metres, thence east along a line parallel to the south lot line for 16.5 metres, then north along a line parallel to the east lot line for approximately 20.7 metres to the southwest corner of Lot 2 in Plan 14937, thence following first to the east the lot lines returning to the point of commencement, containing 2545 m² (St. Stephen's Church, 1330 East 24th Street);

- c) Lot 1, Block 54, District Lot 2022, Plan 20270 the portion marked C on the attached plan Schedule C, PID: 005-085-802, Roll # 051-2027-0000-3 (Lynn Valley Full Gospel Church, 1160 East 29th Street);
- d) Lot B, Block 59, District Lot 552, Plan 4680, the portion marked D on the attached plan Schedule D, PID: 011-417-803, Roll # 010-0173-2300-2 (North Vancouver Islaamic Association, 1390 West 15th Street).

Permissive Exemptions under section 224(2)(f)(ii) and (iii) of the *Community Charter*

- 4. In relation to property that is exempt under Section 220(1)(h), the following halls that the council considers are necessary to the exempt building and the land on which the halls stand, and the area of land surrounding the halls, are exempt from taxation imposed under the Annual Tax Rates Bylaw to the extent of 30% of the value of the lands and improvements for the property on the Assessment Roll:

- a) the part of the portion of Lot 1, Blocks 18 and 19, District Lot 2022, Plan 14937, PID: 007-781-580, Roll # 070-1493-7000-8 marked B2 on the attached plan Schedule B that is described as follows:

commencing at a point on the south lot line 30 metres from the southeast corner thence north along a line parallel to the east lot line for 37 metres, thence west along a line parallel to the south lot line for 20 metres, thence south along a line parallel to the east lot line for 37 metres, thence east along the south lot line for 20 metres to the point of commencement, containing an area of 740 m² (1330 East 24th Street, and associated with St. Stephen's Church);

- b) the portion of Lot 27 REM, District Lot 624, Plan 18740 and Lot 27 REM, except Plan 18832 marked A on the attached Schedule A, PID: 007-094-515, Roll # 110-1874-0265-5 (1150 Mount Seymour Road, and associated with St. Pius X Parish).

Verification of use

- 5. The tax exemptions provided in sections 2, 3, and 4 are subject to the owners annually verifying to the Municipal Clerk that the property is used in accordance with section 220 of the Community Charter.

Schedules

- 6. Schedules A through D are attached and form part of this Bylaw.

Effective Date

- 7. The effective date of this bylaw is January 1, 2020 to December 31, 2023.

READ a first time

READ a second

READ a third time

ADOPTED

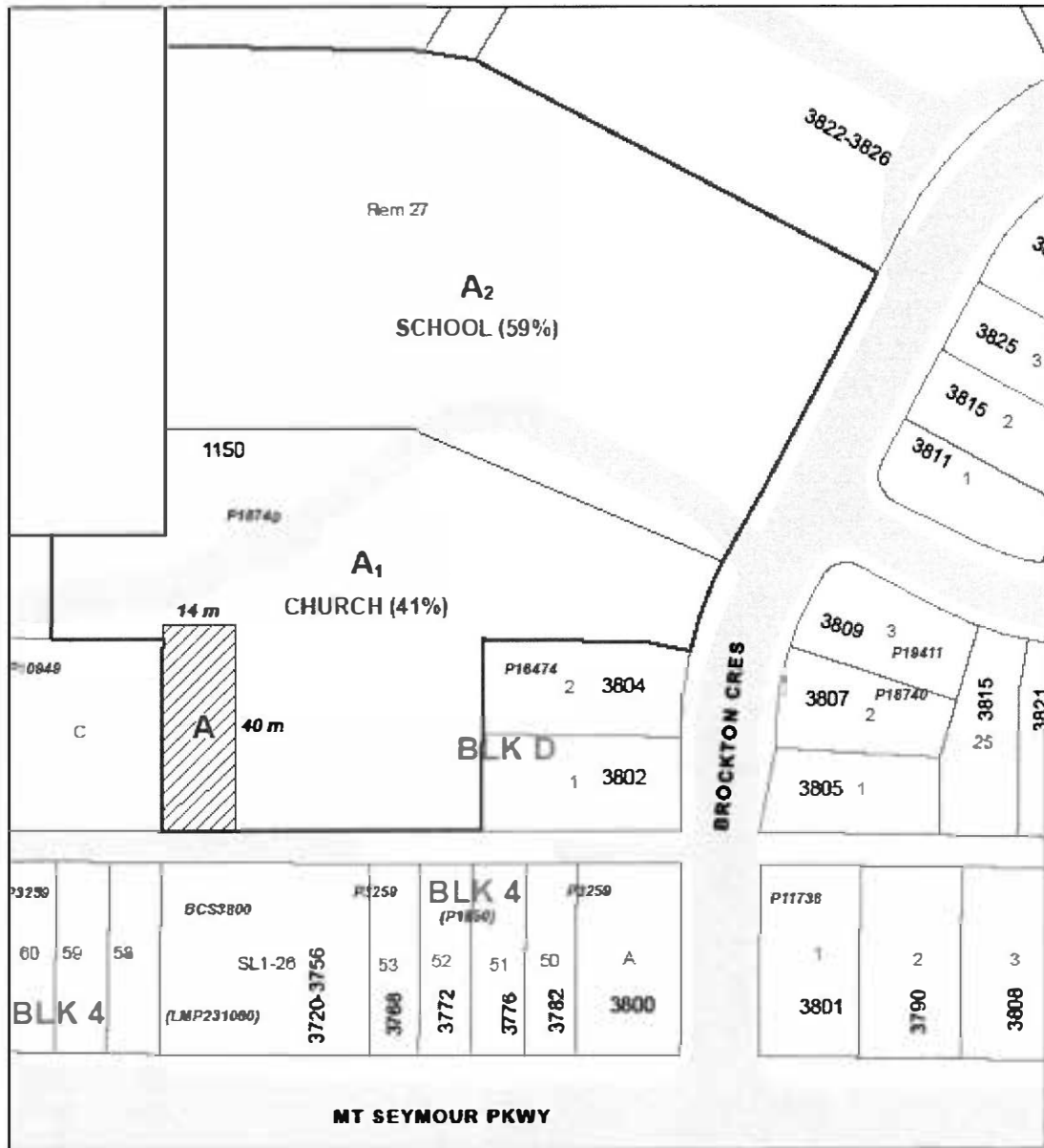
Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8380



- Bylaw Section 3a, 4b
- Parcel

St. Pius X Church
1150 Mt. Seymour Road



Schedule B to Bylaw 8380



Schedule C to Bylaw 8380

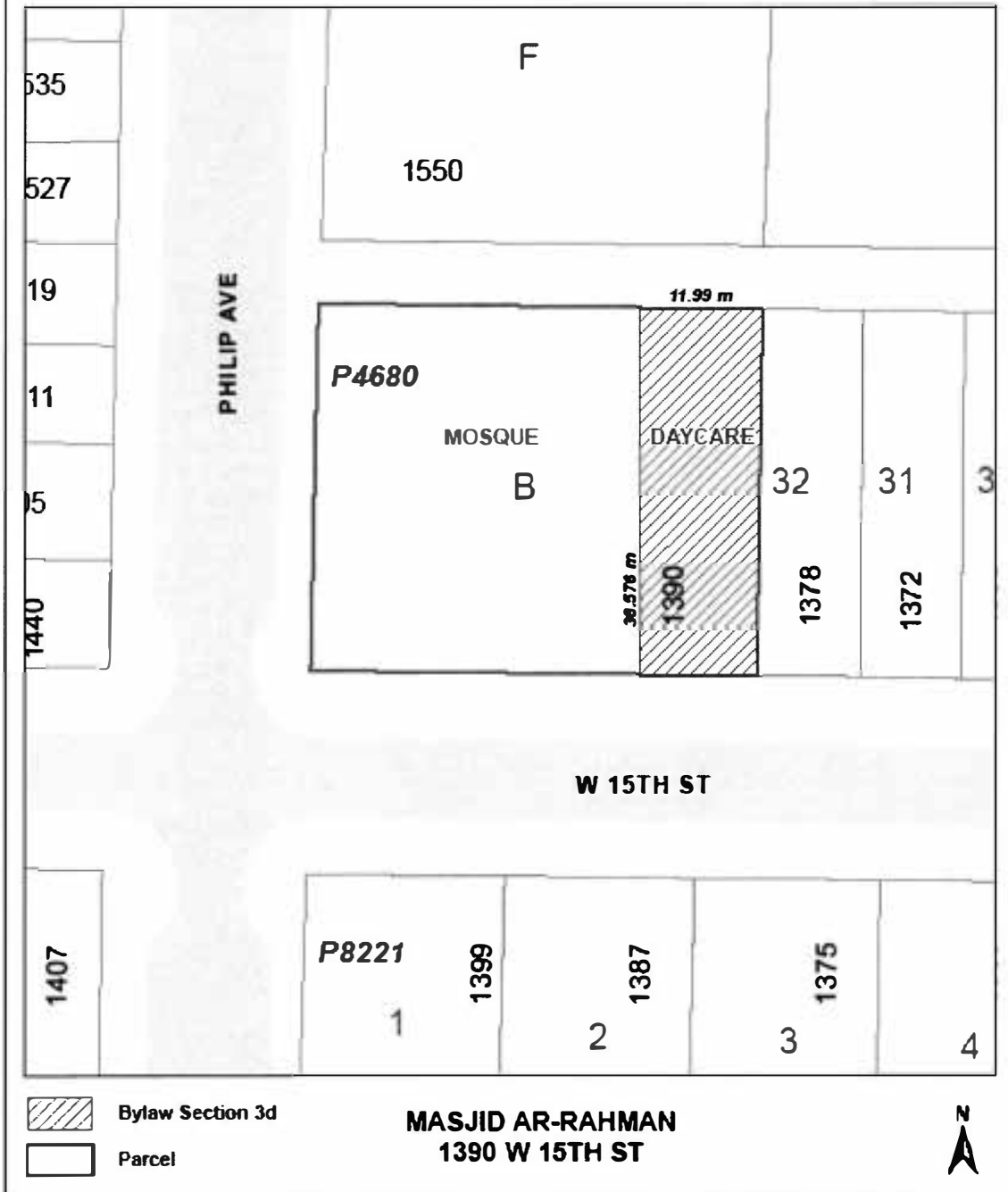


-  Bylaw Section 3c
-  Parcel

Lynn Valley Full Gospel Church
1160 East 29th Street



Schedule D to Bylaw 8380



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| List of Proposed 2020-2023 Permissive Tax Exemptions by Council for Accessory Buildings - Bylaw Section 4 | | | | | | | | | PROJECTED | | | | | |
|---|---|---|-------------------------|-----------------|-------|---------------------|--|-----------------------------|--|---|---|---|---|----------------------------------|
| Comm Charter Section - 224(2)(f) | | APPLICANT | ADDRESS | FOLIO NUMBER | CLASS | TOTAL ASSESSMENT | PERMISSIVE EXEMPT PORTION OF ASSESSMENT | TAX RATE (2019 Rates) | 2019 MUNICIPAL TAXES EXEMPT PORTION* | 2020 MUNICIPAL TAXES EXEMPT PORTION* | 2021 MUNICIPAL TAXES EXEMPT PORTION* | 2022 MUNICIPAL TAXES EXEMPT PORTION* | 2023 MUNICIPAL TAXES EXEMPT PORTION* | COMMUNITY CHARTER DESCRIPTION |
| (ii) & (iii) | 1 | St Stephen's Church | 1330 East 24th Street | 070-14937000-8 | Rec | 1,885,000 | 1,390,000 | 4.14277 | 5.758 | 6.046 | 6.349 | 6.666 | 6.999 | s.224(2)(f) church manse |
| | | | | | Bus | 338,000 | - | 4.62771 | - | - | - | - | - | |
| | | | | | Res | 251,000 | - | 1.66139 | - | - | - | - | - | |
| | 2 | St Pius X Church | 1150 Mount Seymour Road | 110-1874-0265-5 | Rec | 3,099,800 | 1,673,600 | 4.14277 | 6.933 | 7.280 | 7.644 | 8.026 | 8.428 | s.224(2)(f) church manse |
| | | | | | Bus | 5,233,000 | - | 4.62771 | - | - | - | - | - | |
| | | | | | Res | 17,800 | - | 1.66139 | - | - | - | - | - | |
| | | TOTAL Place of Public Worship | | | | 10,824,600 | 3,063,600 | | 12.692 | 13,326 | 13,993 | 14,692 | 15,427 | |
| | | | | | | | | | | | | | | |
| | | Data Source: 2019 Revised Assessment Roll; 2019 Municipal Tax Rates | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |

ATTACHMENT 2

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| AGENDA INFORMATION | |
|---|---------------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>September 30, 2019</u> |
| <input type="checkbox"/> Other: | Date: _____ |

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

August 9, 2019

File: 05.1930

AUTHOR: Elio Iorio, Manager Revenue and Taxation

SUBJECT: Bylaw 8384, 2020 Taxation Exemption for North Vancouver Museum and Archives Warehouse Facility

RECOMMENDATION:

THAT "2020 Taxation Exemption for North Vancouver Museum and Archives Warehouse Facility Bylaw 8384, 2019" is given FIRST, SECOND, and THIRD reading.

REASON FOR REPORT:

Purpose of the Bylaw is to extend a permissive tax exemption for the portion of the 2020 taxation year that the North Vancouver Museum and Archives (NVMA) will occupy the privately owned leased warehouse facility located at 1480-1482 Columbia Street.

BACKGROUND:

In early fall 2020 the NVMA will open the new community museum in the heart of the lower Lonsdale Shipyard District. The opening of this new facility will remove the need for the use of a privately owned warehouse facility located at 1480-1482 Columbia Street. The leased storage area has been utilized since 2013 as a principal collection storage facility as only a small portion of the vast artifacts were able to be exhibited at the current Community History Centre (3203 Institute Road) or Presentation House (209 W. 4th Street) locations.

The lease agreement which concludes on April 30, 2020 requires NVMA to reimburse the property owner for all property taxes payable for the occupied portions of the building. Upon completion of the lease arrangement remaining artifacts will be housed at the new location and a permissive tax exemption would terminate. As a permissive tax exemption has been granted since 2013 it is recommended to continue this practice. Typically the reduction in operating expenditures through the tax savings which the District contributes 50 per cent funding has been redirected into funding additional community cultural activities through the NVMA.

SUBJECT: Bylaw 8384, 2020 Taxation Exemption for North Vancouver Museum and Archives Warehouse Facility

August 9, 2019

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ANALYSIS:

The Museum and Archives provides cultural services on behalf of the District and the City of North Vancouver. These services are core funded and support the goals of enhancing the arts and cultural components within the community. The NVMA operating budget is funded equally by the District and the City of North Vancouver. In regarding the current three facilities utilized in the cultural program, all are currently exempt from taxation. Both the Community History Centre and the Museum located in the Presentation House are owned respectively by the District and the City and therefore statutorily exempt from taxes. Extending a permissive tax exemption for the occupied portion of the warehouse facility to the end of the lease term is recommended to continue a standardized tax treatment across the entire program.

Timing/Approval Process:

Pursuant to provisions of the *Community Charter*, Council must adopt Permissive Tax Exemption Bylaws by October 31st of each year. Public notice must be provided in accordance with the Charter prior to adoption of the Permissive Tax Exemption Bylaw.

Financial Impacts:

Based upon a 2019 general assessment value of \$2,639,000, municipal and other agency taxes total \$24,752 per annum. If Council approves a permissive tax exemption to April 30, 2020 for the remaining portion of the lease taxes exempted is estimated at \$8,251.

Respectfully submitted,



Elio Iorio
Manager, Revenue and Taxation

| REVIEWED WITH: | | | | | |
|--|-------|---|-------|---|-------|
| <input type="checkbox"/> Community Planning | _____ | <input type="checkbox"/> Clerk's Office | _____ | External Agencies: | |
| <input type="checkbox"/> Development Planning | _____ | <input type="checkbox"/> Communications | _____ | <input type="checkbox"/> Library Board | _____ |
| <input type="checkbox"/> Development Engineering | _____ | <input type="checkbox"/> Finance | _____ | <input type="checkbox"/> NS Health | _____ |
| <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 8384

A bylaw to exempt certain land and improvements from municipal taxation

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

Citation

1. This bylaw may be cited as “2020 Tax Exemption for North Vancouver Museum and Archives Warehouse Facility Bylaw 8384, 2019”.

Exemption under Section 224(2)(b) (i) and (ii) of the *Community Charter*

2. The following land and improvements are exempt from taxation levied pursuant to Section 224(2)(b) (i) and (ii) of the Community Charter:
 - a) VIAM Holdings Ltd. That portion of Lot C, Block 30, District Lot 204, Plan 1340 which is leased. PID: 013-942-611 Folio: 090-0110-1350-8 Civic: 1480 and 1482 Columbia Street.

Effective Date

3. The effective date of this bylaw is January 1, 2020 to December 31, 2020.
4. Exemption in effect based on the continuance of services provided as the North Vancouver Museum and Archives Warehouse Facility. Upon termination of the lease with North Vancouver Museum and Archives, the exemption will terminate.

READ a first time

READ a second time

READ a third time

NOTICE given in accordance with Section 227 of the *Community Charter* on the ____ day of _____, 2019 and ____ day of _____, 2019.

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

| AGENDA INFORMATION | |
|---|---------------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>September 30, 2019</u> |
| <input type="checkbox"/> Other: | Date: _____ |

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| Dept. Manager |  GMA Director |  CAO |
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The District of North Vancouver

REPORT TO COUNCIL

August 20, 2019
File: 01.0115.30/002.000

AUTHOR: Jim Gordon, Municipal Clerk

SUBJECT: Council Procedure Bylaw Amendment

RECOMMENDATION:

THAT "Council Procedure Bylaw 2004, Amendment Bylaw 8395, 2019 (Amendment 6)" is given FIRST, SECOND and THIRD Readings.

REASON FOR REPORT:

The reason for this report is to present Council with an opportunity to amend the Council Procedure Bylaw in keeping with the direction provided at workshops held May 13 and June 24, 2019.

BACKGROUND:

Council had expressed a desire to review the Council Procedure Bylaw within the first six months of the term of the new Council. Council held workshops on May 13 and June 24, 2019 and provided direction to staff. Accordingly, "Council Procedure Bylaw 2004, Amendment Bylaw 8395, 2019 (Amendment 6)" was prepared and is attached for Council's consideration.

Amendments to the Council Procedure Bylaw are summarized in the attached table.

EXISTING POLICY:

Due to proposed changes to the Council Procedure Bylaw or the inclusion of information that was otherwise stated in policy, three policies will need to be addressed:

1. Length of Council Meetings

This is a corporate policy and will need to be rescinded by Council upon adoption of Bylaw 8395. This policy deals with council meetings continuing beyond 10:30 pm and 11:00 pm which is now addressed in section 27 of the bylaw. This policy is attached for reference.

2. Availability of Agenda Reports to the Public

This is also a corporate policy and will need to be rescinded by Council upon adoption of Bylaw 8395. As the name suggests, this policy deals with where and when meeting agendas are made available to the public. This is now dealt with in section 15 of the bylaw. This policy is attached for reference.

3. Council Reports: Deadlines and Format

This is an administrative policy that will be amended with the consent of the Chief Administrative Officer upon adoption of Bylaw 8395. Changes to the policy will reflect the change in the deadline for the submission of reports by staff members to the CAO's Office for approval as well as the new deadline for providing agendas to members of council and the public.

A number of other documents, such as the speaker's list for regular meetings, the Delegation Request Form, and the Mayor's introductory speaking notes for public hearings, will need to be amended, to varying degrees, by staff to reflect changes in the Council Procedure Bylaw. These will be done immediately following adoption of the bylaw.

TIMING/APPROVAL PROCESS:

Notice of the proposed amendments to the Council Procedure Bylaw must be published twice in the local newspaper between Third Reading and Adoption.

CONCLUSION:

"Council Procedure Bylaw 2004, Amendment Bylaw 8395, 2019 (Amendment 6)" delivers the amendments to the Council Procedure Bylaw directed by Council at the two workshops held earlier this year and is presented for Council's consideration.

OPTIONS:

With respect to "Council Procedure Bylaw 2004, Amendment Bylaw 8395, 2019 (Amendment 6)", Council has the following options:

1. Give First, Second and Third Readings to the bylaw (staff recommendation);
2. Return the bylaw to staff with direction to either include additional amendments or to remove certain proposed amendments; or,
3. Abandon the bylaw and leave the Council Procedure Bylaw as is.

Respectfully submitted,



for
Jim Gordon
Municipal Clerk

SUBJECT: Council Procedure Bylaw Amendment

August 20, 2019

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- Attachments:
1. Table of Changes to Council Procedure Bylaw 2004
 2. Bylaw 8395
 3. Length of Council Meetings Policy
 4. Availability of Agenda Reports to the Public
 5. Council Reports: Deadlines and Formats 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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Table of Changes to Council Procedure Bylaw 2004

| Section | Current Wording | Proposed Wording |
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| Preamble | | |
| | A bylaw establishing rules of procedure for the Council and its committees pursuant to the Community Charter SBC 2003 c.26 | deleting and replacing with a new preamble: A bylaw to establish the general procedures to be followed by council and council committees in conducting their business |
| 1. Title | | |
| | Council Procedure Bylaw 2004 | deleting and replacing: Council Procedure Bylaw 7414, 2004 |
| 2. Definitions | | |
| | "Municipal Hall" means the District of North Vancouver Municipal Hall located at 355 West Queens Road, North Vancouver, British Columbia, V7N 4N5; | deleting "British Columbia, V7N 4N5" from the definition of Municipal Hall: "Municipal Hall" means the District of North Vancouver Municipal Hall located at 355 West Queens Road, North Vancouver, |
| | | adding the new definition: "DNV Website" means the website available at www.dnv.org which is owned and controlled by the Corporation of the District of North Vancouver and is used for providing access to services and information, and for communicating with and seeking feedback from residents, businesses and the public, |
| 3. Application of rules of procedure | | |
| (b) | Following the <i>Community Charter</i> and Council Procedure Bylaw, the current edition of Robert's Rules of Order shall be the parliamentary authority insofar as it may apply without conflicting with the aforementioned statute and bylaw. | inserting into subsection (b) the words ", <i>Local Government Act</i> or any other Provincial legislation" between the words "Charter" and "and" and inserting the letter "s" to the end of the word "statute" to make it plural: Following the <i>Community Charter</i> , <i>Local Government Act</i> or any other Provincial legislation and Council Procedure Bylaw, the current edition of Robert's Rules of Order shall be the parliamentary authority insofar as it may apply without conflicting with the aforementioned statutes and bylaw. |
| (c) | | adding the new subsection (c): A motion to suspend a procedural rule must not create a conflict with legislation and such motion is out of order when proposed or is void if adopted and the purported suspended rule remains in effect. |

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| 4. Inaugural meeting | | |
| (b) | If a quorum of council members elected at the general local election has not taken office by the date of the meeting referred to in subsection 4(a) the first Council meeting must be called by the Clerk and held as soon as reasonably possible after a quorum has taken office. | <p>deleting from subsection (b) the number "4":</p> <p>If a quorum of council members elected at the general local election has not taken office by the date of the meeting referred to in subsection (a) the first Council meeting must be called by the Clerk and held as soon as reasonably possible after a quorum has taken office.</p> |
| 5. Time and location of meetings | | |
| (a)(iii) | be adjourned at 10:30 p.m. on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with section 26; | <p>deleting from subsection (a)(iii) the words "section 26" and replacing them with the words "this bylaw":</p> <p>be adjourned at 10:30 p.m. on the day scheduled for the meeting unless Council resolves to proceed beyond that time in accordance with this bylaw;</p> |
| (a)(iv)(i) | a resolution passed at a meeting of the Council that a meeting will be held at a place and at a time specified in the resolution; or, | <p>deleting from subsection (a)(iv)(i) the words "at a" preceding the word "time":</p> <p>a resolution passed at a meeting of the Council that a meeting will be held at a place and time specified in the resolution; or</p> |
| (a)(iv)(ii) | a notice made pursuant to section 126 of the <i>Community Charter</i> that a meeting is to be held at the place and at the time specified in the notice. | <p>deleting from subsection (a)(iv)(ii) the words "section 126 of" and deleting the words "at the" preceding the word "time":</p> <p>a notice made pursuant to the <i>Community Charter</i> that a meeting is to be held at the place and time specified in the notice.</p> |
| 6. Notice of Council meetings | | |
| | <p>6. Notice of Council meetings</p> <p>(a) In accordance with section 127 of the <i>Community Charter</i>, Council must prepare annually on or before January 1, a schedule of the dates, times and places of regular Council meetings and must make the schedule available to the public by posting it at the Public Notice Posting Place.</p> <p>(b) In accordance with section 127 of the <i>Community Charter</i>, Council must give notice annually on or before December 1 of the time and duration that the schedule of regular Council meetings will be available beginning on January 1.</p> <p>(c) Where revisions are necessary to the annual schedule of regular Council meetings, the Clerk must, as soon as possible, post a notice at the Public Notice Posting Place, which indicates any revisions to the</p> | <p>deleting it in its entirety and replacing it with a new section 6 <i>Notice of Council meetings</i>:</p> <p>6. Notice of Council meetings</p> <p>(a) In accordance with the <i>Community Charter</i>, Council must make available to the public a schedule of the date, time and place of regular council meetings and give notice of the availability of the schedule at least once a year.</p> <p>(b) The schedule of the date, time and place of regular council meetings will be approved by Council prior to January 1 of the year to which the schedule applies.</p> <p>(c) The schedule referred to above will be made available to the public by posting it at the Public Notice Posting Place and on the DNV Website on or before January 1 of the year to which the schedule applies. Notice of the availability of the schedule will be given in accordance with the <i>Community Charter</i> prior to January 1 of the year to which the schedule applies.</p> |

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| | date, time and place or cancellation of a regular Council meeting. | (d) Where a revision to the schedule of the date, time and place of regular council meetings is necessary, the Municipal Clerk will, as soon as possible, post an updated schedule at the Public Notice Posting Place and on the DNV Website. |
| 7. Notice of special meetings | | |
| (a) | Except where notice of a special meeting is waived by unanimous vote of all council members under section 127(4) of the <i>Community Charter</i> , a notice of the date, hour, and place of a special Council meeting must be given at least 24 hours before the time of meeting, by | deleting from subsection (a) the words "section 127(4) of" and replacing the word "hour" with the word "time": Except where notice of a special meeting is waived by unanimous vote of all council members under the <i>Community Charter</i> , a notice of the date, time, and place of a special Council meeting must be given at least 24 hours before the time of meeting, by |
| (a)(i) | posting a copy of the notice in the Council Chamber at Municipal Hall; | deleting from subsection (a)(i) the words "in the Council Chamber at Municipal Hall" and replacing them with the words "at the regular council meeting place": posting a copy of the notice at the regular council meeting place; |
| 8. Electronic meetings | | |
| | <p>8. Electronic Meetings</p> <p>Subject to the <i>Community Charter</i></p> <p>(a) a special meeting may be conducted by means of electronic or other communication facilities;</p> <p>(b) a member of Council or a council committee who is unable to attend a council meeting or a council committee meeting, as applicable, may participate in the meeting by means of electronic or other communication facilities.</p> | <p>deleting it in its entirety and replacing it with a new section 8 <i>Member participation at meetings by electronic means</i>:</p> <p>8 Member participation at meetings by electronic means</p> <p>(a) Provided that the conditions set forth in the <i>Community Charter</i> regulating electronic meetings are met, as well as subsections (b), (c) and (d) also being met, a member of Council or a member of a Council committee who is unable to attend at a Council meeting or Council committee meeting may participate in the meeting by electronic means, and are deemed to be present at the meeting and counted towards being in attendance.</p> <p>(b) A quorum must not participate by electronic means.</p> <p>(c) The presiding member must not participate by electronic means.</p> <p>(d) In instances where both the Mayor or Acting Mayor, or the Chair of a Council committee as the case may be, will participate in a meeting of the Council or committee by electronic means, the Council or committee will elect from among the members physically present, a member to preside for that meeting.</p> |

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| | | (e) A special meeting of Council where notice is waived due to urgent circumstances is exempt from 8(b), (c) and (d). |
| 9. Designation of member to act in place of Mayor | | |
| (b) | Each Councillor designated under section 9(a) must fulfill the responsibilities of the Mayor in his or her absence. | <p>deleting from subsections (b), (c) and (d) the number "9" and deleting from the same subsections the word "section" and replacing it with the word "subsection":</p> <p>Each Councillor designated under subsection (a) must fulfill the responsibilities of the Mayor in his or her absence.</p> |
| (c) | If both the Mayor and the member designated under section 9(a) are absent from the Council meeting, the Council members present must choose a Councillor to preside at the Council meeting. | <p>deleting from subsections (b), (c) and (d) the number "9" and deleting from the same subsections the word "section" and replacing it with the word "subsection":</p> <p>If both the Mayor and the member designated under subsection (a) are absent from the Council meeting, the Council members present must choose a Councillor to preside at the Council meeting.</p> |
| (d) | The member designated under section 9(a) or chosen under section 9(c) has the same powers and duties as the Mayor in relation to the applicable matter. | <p>deleting from subsections (b), (c) and (d) the number "9" and deleting from the same subsections the word "section" and replacing it with the word "subsection":</p> <p>The member designated under subsection (a) or chosen under subsection (c) has the same powers and duties as the Mayor in relation to the applicable matter.</p> |
| 11. Attendance of public at meetings | | |
| (d) | Despite section 11(a), the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 9 may expel or exclude from a Council meeting a person in accordance with section 23(j). | <p>deleting subsection 11(d) in its entirety, replacing it with a new subsection 11(d) as follows, renumbering 11(d) as 11(c) and renumbering the existing 11(c) as 11(d):</p> <p>If the person presiding at a meeting considers that another person at the meeting is acting improperly, the person presiding may order that the person is expelled from the meeting.</p> |
| 12. Minutes of Council and committee meetings to be maintained and available to public | | |
| | Minutes of Council and committee meetings to be maintained and available to public | <p>deleting the section heading and replacing it with the new section heading:</p> <p>Minutes of Council and committee meetings</p> |
| (b) | | <p>inserting a new subsection (b) as follows and correspondingly re-lettering the remaining subsections and correcting the internal subsection references:</p> <p>Minutes of meetings are not verbatim but will record:</p> <ul style="list-style-type: none"> those members who are present; those members who are absent; |

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| | | <ul style="list-style-type: none"> all motions and resolutions whether adopted or defeated; action items decided upon; where necessary a reasonable summary of what was discussed; and, where necessary information to provide context as needed. <p>Minutes will not provide any personal attribution with respect to specific comments.</p> |
| (c) | Subject to subsection 12(c) and in accordance with the <i>Community Charter</i> , minutes of the proceedings of Council must be open for public inspection at Municipal Hall during its regular office hours. | <p>deleting from subsection (c) (formerly subsection (b)) the number "12" and inserting "and Council committees" between the words "Council" and "must":</p> <p>Subject to subsection (d) and in accordance with the <i>Community Charter</i>, minutes of the proceedings of Council and Council committees must be open for public inspection at Municipal Hall during its regular office hours.</p> |
| (d) | Subsection 12(b) does not apply to minutes of a Council or Committee meeting or that part of a Council or Committee meeting from which persons were excluded under section 90 of the <i>Community Charter</i> . | <p>deleting from subsection (d) (formerly subsection (c)) the number "12" and inserting the word "Council" in front of the two uses of the word "committee":</p> <p>Subsection (c) does not apply to minutes of a Council or Council Committee meeting or that part of a Council or Council Committee meeting from which persons were excluded under section 90 of the <i>Community Charter</i>.</p> |
| 13. Calling meeting to order | | |
| (a) | As soon after the time specified for a Council meeting as there is a quorum present, the Mayor, if present, must take the Chair and call the Council meeting to order, however, where the Mayor is absent, the Councillor designated as the member responsible for acting in the place of the Mayor in accordance with section 9 must take the Chair and call such meeting to order. | <p>deleting from subsection (a) the words "in accordance with section 9":</p> <p>As soon after the time specified for a Council meeting as there is a quorum present, the Mayor, if present, must take the Chair and call the Council meeting to order, however, where the Mayor is absent, the Councillor designated as the member responsible for acting in the place of the Mayor must take the Chair and call such meeting to order.</p> |
| (b) | If a quorum of Council is present but the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor under section 9 does not attend within 30 minutes of the scheduled time for a Council meeting: | <p>deleting from subsection (b) the words "under section 9":</p> <p>If a quorum of Council is present but the Mayor or the Councillor designated as the member responsible for acting in the place of the Mayor does not attend within 30 minutes of the scheduled time for a Council meeting:</p> |
| 15. Agenda | | |
| | Agenda | <p>deleting the section heading and replacing it with the new section heading:</p> <p>Regular Council meeting agenda</p> |

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| (a) | The Clerk and the Chief Administrative Officer, in consultation with the Mayor, shall prepare an Agenda setting out all the items for consideration at that meeting. | <p>deleting from subsection (a) the words “an agenda” and inserting in their place the words “a regular Council meeting agenda”:</p> <p>The Clerk and the Chief Administrative Officer, in consultation with the Mayor, shall prepare a regular Council meeting agenda setting out all the items for consideration at that meeting.</p> |
| (b) | <p>At least three clear days before the day of the meeting, the Clerk shall give public notice of the time, place and date of the meeting by:</p> <ul style="list-style-type: none"> (i) delivering a copy of the agenda to each member at the place to which the member has directed notices to be sent; (ii) posting a copy of the agenda on the Public Notice Posting Place at Municipal Hall ; (iii) delivering copies of the agenda to the public libraries in the municipality; and (iv) leaving copies of the agenda at the reception counter at Municipal Hall for the purpose of making them available for the public. | <p>deleting subsection (b) in its entirety and replacing it with a new subsection (b):</p> <p>On the Monday seven days prior to a regular Council meeting the Clerk will deliver a copy of the agenda to each member of Council in the manner and location specified by that council member.</p> |
| (c) | | <p>inserting a new subsection (c) as follows and re-lettering the existing subsection (c) as subsection (d):</p> <p>On the Tuesday six days prior to a regular Council meeting the Clerk will:</p> <ul style="list-style-type: none"> (i) post a copy of the agenda at the Public Notice Posting Place; (ii) leave copies of the agenda at the reception counter in the foyer of the Municipal Hall; (iii) post a copy of the agenda to the DNV Website; and, (iv) provide copies of the agenda to the North Vancouver public libraries. <p>Failure to comply with subsections (i) to (iv) does not invalidate the proceedings of the associated regular Council meeting.</p> |
| (d) | Council must not consider any matters not listed on the Agenda unless a new matter for consideration is properly introduced as an item pursuant to section 19, Any Other Business. | <p>deleting subsection (d) (formerly (c)) in its entirety and replacing it with the new subsection (d):</p> <p>Council must not consider any matters not listed on the agenda unless a new matter for consideration is proposed during Approval of the Agenda at the commencement of the meeting.</p> |
| 17. Order of proceedings and business | | |
| (a) | <p>The usual order of business at a regular Council meeting is as follows:</p> <ul style="list-style-type: none"> (i) Approval of the Agenda; | <p>deleting from subsection (a) items (iii) Proclamations and (xii) Other Business and renumbering accordingly:</p> <ul style="list-style-type: none"> (i) Approval of the Agenda; |

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| | <ul style="list-style-type: none"> (ii) Public Input; (iii) Proclamations; (iv) Recognitions; (v) Delegations; (vi) Adoption of Minutes; (vii) Release of Closed Meeting Decisions; (viii) Committee of the Whole Report; (ix) Consent Agenda; (x) Reports from Council or Staff; (xi) Committee Reports; (xii) Other Business; and, (xiii) Adjournment. | <ul style="list-style-type: none"> (ii) Public Input; (iii) Recognitions; (iv) Delegations; (v) Adoption of Minutes; (vi) Release of Closed Meeting Decisions; (vii) Committee of the Whole Report; (viii) Consent Agenda; (ix) Reports from Council or Staff; (x) Committee Reports; and, (xi) Adjournment. |
| 19. Any other business | | |
| | A member wishing to add an item to the agenda may raise the matter under Any Other Business by making the appropriate motion and, if requested to do so, briefly explaining the matter; and if the motion to add the item to the agenda is adopted and the member's motion respecting the matter is seconded, the item is immediately debated. | deleted in its entirety |
| 21. Delegations | | |
| (a) | A maximum of two delegations will be permitted at any regular meeting of Council. | <p>deleting subsection (a) in its entirety and replacing it with a new section 21(a):</p> <p>One delegation will be permitted at any regular meeting of council. Under extraordinary circumstances, the Mayor, at his/her discretion, may permit more than one delegation at a regular meeting of council.</p> |
| (d) | | <p>adding a new subsection (d) as follows and re-lettering the existing subsections (d) to (f):</p> <p>Delegation requests will not be accepted if they are requesting financial assistance of any kind or are in relation to any potential or current development application with the District.</p> |
| 22. Public Input | | |
| (c) | Speakers shall sign up in advance through the Municipal Clerk by providing their name, approximate residential location, and the subject they wish to speak on. The speakers list shall be on a first come, first served basis. Individuals must sign up in person. Speaking slots will not be reserved nor can someone sign up on behalf of another. Where the speakers list has not filled the allotted thirty | <p>deleting subsection (c) in its entirety and replacing it with a new section 22(c):</p> <p>Speakers shall sign up in advance through the Municipal Clerk by providing their name, approximate residential location, and the subject they wish to speak on.</p> <ul style="list-style-type: none"> (i) The speakers list shall be on a first come, first served basis starting at 6:30 pm the |

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| | minutes and those signed up have already spoken, the Mayor may ask for speakers from the gallery on a first come, first served basis to fill any remaining time under the same rules of this section. | <p>evening of the regular council meeting in question.</p> <p>(ii) Individuals must sign up in person as speaking slots will not be reserved nor can someone sign up on behalf of another.</p> <p>(iii) Priority will be given to speakers speaking on Reports from Council or Staff over those speaking on items not on the agenda.</p> <p>(iv) Where those signed up on the speakers list have spoken and the allotted thirty minutes has not been filled, the Mayor may ask for speakers from the gallery, under the same rules as this section, to fill any remaining time in the designated thirty minute period.</p> |
| (d) | Speakers wishing to speak on an agenda item may sign up to speak during the thirty minute public input period or during the meeting at the time when the agenda item is on the floor. Speakers speaking at the time when the agenda item is on the floor shall be limited to one in support of the item and one opposed. Speakers wishing to speak on an item not on the agenda shall do so only during the thirty minute public input period. | <p>deleting subsection (d) in its entirety and replacing it with a new section 22(d):</p> <p>Speakers wishing to speak on Reports from Council or Staff may sign up to speak during the thirty minute public input period or during the meeting at the time when the report is on the floor. Speakers speaking at the time when a report is on the floor will be limited to one in support of the matter and one opposed to the matter.</p> <p>(i) Speakers wishing to speak on a items not on the agenda will only be permitted during the thirty minute public input period if time permits.</p> |
| 23. Conduct and debate | | |
| (d)(i) | <p>(d) A member wishing to speak for the purpose of</p> <p>(i) speaking directly and concisely on the matter under debate, may do so after being recognized by the presiding member:</p> <ol style="list-style-type: none"> 1) the first time on the matter for up to 4 minutes; 2) for up to 2 minutes the second time; and 3) for up to an additional two minutes to speak to any amendment, <p>with the time required for staff to respond to questions from Council members included in the speaking time, however, the presiding member may extend the speaking time where deemed necessary, or council may do so by motion;</p> | <p>deleting from subsection (d)(i) the words "with the time required for staff to respond to questions from council members included in the speaking time,":</p> <p>(d) A member wishing to speak for the purpose of</p> <p>(i) speaking directly and concisely on the matter under debate, may do so after being recognized by the presiding member:</p> <ol style="list-style-type: none"> 1) the first time on the matter for up to 4 minutes; 2) for up to 2 minutes the second time; and 3) for up to an additional two minutes to speak to any amendment, <p>however, the presiding member may extend the speaking time where deemed necessary, or council may do so by motion;</p> |
| (i) | Improper Conduct includes conduct of any member or other person attending a meeting which, in the opinion of the presiding member | deleting from subsection (i) the two references to the number 23 and deleting the words "of this bylaw" and replacing those with the word "above" so that the |

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| | or by resolution of Council, is contrary to subsections 23(e) to 23(h) of this Bylaw. | subsection reads "...is contrary to subsections (e) to (h) above." Improper Conduct includes conduct of any member or other person attending a meeting which, in the opinion of the presiding member or by resolution of Council, is contrary to subsections (e) to (h) above. |
| 24. Motions generally | | |
| (c)(ii) | to give a bylaw second reading, third reading, or all three readings at once, or to amend the bylaw at adoption; | deleting subsection (c)(ii) in its entirety and replacing it with a new section 24(c)(ii): to give a bylaw first, second or third reading, or all three readings at once; |
| (c)(vii) | to deal with routine proceedings including the appointment and conduct of the officers of the Council, and the correctness of the records of the Council | deleting from subsection (c)(vii) the first reference to the word "Council" and replacing it with the word "municipality" so that the subsection reads "...officers of the municipality,...": to deal with routine proceedings including the appointment and conduct of the officers of the municipality, and the correctness of the records of the Council |
| (f) | When a matter is under debate, no motion is in order unless to withdraw, to amend, to refer to a committee or for report, or to postpone further debate to a certain day, and the several motions have precedence in the order named. | deleting from subsection (f) the words "to withdraw" and "or for report" and deleting the words "the several" and replacing those with the word "these": When a matter is under debate, no motion is in order unless to amend, to refer to a committee, or to postpone further debate to a certain day, and these motions have precedence in the order named. |
| (g) | Whenever the presiding member is of the opinion that a motion offered to the Council is contrary to the rules of the Council, or relates to matters outside the competence of the Council, he or she informs the Council immediately, giving reasons, and refuses to accept the motion. | inserting into subsection (g) the word "must" between the words "she" and "informs" and deleting the letter "s" from the words "informs" and refuses": Whenever the presiding member is of the opinion that a motion offered to the Council is contrary to the rules of the Council, or relates to matters outside the competence of the Council, he or she must inform the Council immediately, giving reasons, and refuse to accept the motion. |
| 25. Amendments generally | | |
| (b) | | inserting a new subsection (b) as follows and re-lettering the remaining subsections accordingly: (b) A motion may be subject to only one amendment at any given time. |
| (f) | An amendment may be amended once only. | deleting subsection (f) (formerly subsection (e)) in its entirety and replacing it with a new section 25(f): (f) An amendment may be subject to only one amendment at any given time. |
| (g) | | inserting a new subsection (g): |

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| | | (g) An amendment to an amendment must be decided upon before the primary amendment is put to a vote. |
| 26. Reconsideration by a council member | | |
| (a) | Subject to subsection 26(d), a member who voted with the majority either for or against a motion may, at any time within one month of the vote, introduce a motion to reconsider the resolution, motion or proceeding, including the defeat of a motion. | deleting from subsection (a) the number "26" and replacing the word "majority" with the words "prevailing side": Subject to subsection (d), a member who voted with the prevailing side either for or against a motion may, at any time within one month of the vote, introduce a motion to reconsider the resolution, motion or proceeding, including the defeat of a motion. |
| (b) | Council must not discuss the main matter referred to in subsection 26(a) unless a motion to reconsider that matter is adopted by an affirmative vote of Council. | deleting from subsection (b) the number "26": Council must not discuss the main matter referred to in subsection (a) unless a motion to reconsider that matter is adopted by an affirmative vote of Council. |
| (d)(ii) | been reconsidered under subsection (1) of section 131 of the <i>Community Charter</i> ; | deleting from subsection (d)(ii) the words "subsection (1) of": been reconsidered under section 131 of the <i>Community Charter</i> ; |
| (e) | A motion under subsection 26(a) must be introduced in compliance with section 16. | deleting from subsection (e) the number "26" and adding following the number "16" the words "(Reports from council members) of this bylaw": A motion under subsection (a) must be introduced in compliance with section 16 (Reports from council members) of this bylaw. |
| 27. Adjournment | | |
| (a)(i) | (i) after 10:30 p.m. only by an affirmative vote of the members present; and, | inserting in subsection (a)(i) the word "vote" between the words "affirmative" and "of": (i) after 10:30 p.m. only by an affirmative vote of the members present; and, |
| 31. Reading and adopting bylaws | | |
| (d) | A proposed bylaw may be debated and amended at any time during the first three readings unless prohibited by the <i>Community Charter</i> . | deleting subsection (d) in its entirety and replacing it with a new section 31(d): A proposed bylaw may be debated and amended at any time during first, second or third reading unless prohibited by, or in accordance with, the <i>Community Charter</i> or the <i>Local Government Act</i> . Bylaws may not be debated or amended at adoption. |
| (g) | Despite section 135(3) of the <i>Community Charter</i> , and in accordance with section 477(6) of the <i>Local Government Act</i> , Council may adopt a proposed official community | deleting from subsection (g) the words "section 477(6)" and replacing them with the words "sections 477(6) and 480": |

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| | plan or zoning bylaw at the same meeting at which the plan or bylaw passed third reading. | Despite section 135(3) of the <i>Community Charter</i> , and in accordance with sections 477(6) and 480 of the <i>Local Government Act</i> , Council may adopt a proposed official community plan or zoning bylaw at the same meeting at which the plan or bylaw passed third reading. |
| (h) | A proposed bylaw may be amended while being considered for adoption except that a zoning bylaw may be amended only to the extent permitted by section 470(1)(b) of the <i>Local Government Act</i> . | deleting subsection (h) in its entirety and re-lettering subsection (i) as the new subsection (h) |
| Part 9 Public Hearings | | |
| s. 46 | | <p>inserting a new section 46 <i>Procedural guidelines</i> as follows and renumbering the remaining sections of Bylaw 7414 (Parts 9 and 10)</p> <p>46 Procedural guidelines</p> <p>Without limiting the discretion of a public hearing Chair to establish rules of procedure for the conduct of a hearing, the following procedural guidelines are established to guide Council:</p> <ul style="list-style-type: none"> (a) Order of business – The order of business for a public hearing may be as follows: Chair introduces procedural rules, Clerk introduces the bylaw, presentation from staff, presentation from applicant, public input, questions from Council, motion with respect to closing the hearing and referral of the bylaw. (b) District staff and the applicant for the OCP/Zoning Bylaw amendment (or their agent) are each permitted a maximum of fifteen minutes for their presentations. (c) Questions from speakers – If a speaker asks a question during their allotted time, they will be permitted to finish speaking before staff or the applicant answers the question. (d) Questions from Councillors – Councillors will provide any questions they may have to staff in writing. Periodically, at the Chair's discretion, the Chair may pause the list of speakers to allow for staff to respond to questions submitted by Councillors. (e) Public hearings will adjourn at 10:30 pm without the hearing being closed but may continue: <ul style="list-style-type: none"> (i) after 10:30 pm only by an affirmative vote of the members present; and, |

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| | | (ii) after 11:00 pm only by a unanimous vote of the members present. |
| | | |

The Corporation of the District of North Vancouver

Bylaw 8395

A bylaw to amend Council Procedure Bylaw 2004

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

Citation

1. This bylaw may be cited as “Council Procedure Bylaw 2004, Amendment Bylaw 8395, 2019 (Amendment 6)”.

Amendments

2. Council Procedure Bylaw 2004 is amended as follows:

- a) The preamble:

“A bylaw establishing rules of procedure for the Council and its committees pursuant to the Community Charter SBC 2003 c.26”

is deleted and replaced with the new preamble:

“A bylaw to establish the general procedures to be followed by council and council committees in conducting their business”;

- b) Section 1 *Title* is amended by deleting “Council Procedure Bylaw 2004” and replacing it with “Council Procedure Bylaw 7414, 2004”;

- c) Section 2 *Definitions* is amended by:

- (i) deleting “British Columbia, V7N 4N5” from the definition of Municipal Hall; and,

- (ii) adding in proper alphabetical order the new definition:

““DNV Website” means the website available at www.dnv.org which is owned and controlled by the Corporation of the District of North Vancouver and is used for providing access to services and information, and for communicating with and seeking feedback from residents, businesses and the public,”;

- d) Section 3 *Application of rules of procedure* is amended by:

- (i) inserting into subsection (b) the words “, *Local Government Act* or any other Provincial legislation” between the words “Charter” and “and” and inserting the letter “s” to the end of the word “statute” to make it plural; and,
- (ii) adding the new subsection (c) as follows:
 - “(c) A motion to suspend a procedural rule must not create a conflict with legislation and such motion is out of order when proposed or is void if adopted and the purported suspended rule remains in effect.”;
- e) Section 4 *Inaugural meeting* is amended by deleting from subsection (b) the number “4”;
- f) Section 5 *Time and location of meetings* is amended by:
 - (i) deleting from subsection (a)(iii) the words “section 26” and replacing them with the words “this bylaw”;
 - (ii) deleting from subsection (a)(iv)(i) the words “at a” preceding the word “time”;
 - and,
 - (iii) deleting from subsection (a)(iv)(ii) the words “section 126 of” and deleting the words “at the” preceding the word “time”;
- g) Section 6 *Notice of Council meetings* is amended by deleting it in its entirety and replacing it with a new section 6 *Notice of Council meetings* as follows:

“6. Notice of Council meetings

- (a) In accordance with the *Community Charter*, Council must make available to the public a schedule of the date, time and place of regular council meetings and give notice of the availability of the schedule at least once a year.
- (b) The schedule of the date, time and place of regular council meetings will be approved by Council prior to January 1 of the year to which the schedule applies.
- (c) The schedule referred to above will be made available to the public by posting it at the Public Notice Posting Place and on the DNV Website on or before January 1 of the year to which the schedule applies. Notice of the availability of the schedule will be given in accordance with the *Community Charter* prior to January 1 of the year to which the schedule applies.

- (d) Where a revision to the schedule of the date, time and place of regular council meetings is necessary, the Municipal Clerk will, as soon as possible, post an updated schedule at the Public Notice Posting Place and on the DNV Website.”;
- h) Section 7 *Notice of special meetings* is amended by:
 - (i) deleting from subsection (a) the words “section 127(4) of” and replacing the word “hour” with the word “time”; and,
 - (ii) deleting from subsection (a)(i) the words “in the Council Chamber at Municipal Hall” and replacing them with the words “at the regular council meeting place”;
- i) Section 8 *Electronic meetings* is amended by deleting it in its entirety and replacing it with a new section 8 *Member participation at meetings by electronic means* as follows:

“8 Member participation at meetings by electronic means

- (a) Provided that the conditions set forth in the *Community Charter* regulating electronic meetings are met, as well as subsections (b), (c) and (d) also being met, a member of Council or a member of a Council committee who is unable to attend at a Council meeting or Council committee meeting may participate in the meeting by electronic means, and are deemed to be present at the meeting and counted towards being in attendance.
- (b) A quorum must not participate by electronic means.
- (c) The presiding member must not participate by electronic means.
- (d) In instances where both the Mayor or Acting Mayor, or the Chair of a Council committee as the case may be, will participate in a meeting of the Council or committee by electronic means, the Council or committee will elect from among the members physically present, a member to preside for that meeting.
- (e) A special meeting of Council where notice is waived due to urgent circumstances is exempt from 8(b), (c) and (d).”;
- j) Section 9 *Designation of a member to act in place of Mayor* is amended by deleting from subsections (b), (c) and (d) the number “9” and deleting from the same subsections the word “section” and replacing it with the word “subsection”;
- k) Section 11 *Attendance of public at meetings* is amended by deleting subsection 11(d) it in its entirety, replacing it with a new subsection 11(d) as follows, renumbering 11(d) as 11(c) and renumbering the existing 11(c) as 11(d):

- “(c) If the person presiding at a meeting considers that another person at the meeting is acting improperly, the person presiding may order that the person is expelled from the meeting.”;
- l) Section 12 *Minutes of Council and committee meetings to be maintained and available to public* is amended by:
- (i) deleting the section heading “Minutes of Council and committee meetings to be maintained and available to public” and replacing it with the new section heading “Minutes of Council and committee meetings”;
 - (ii) inserting a new subsection (b) as follows and correspondingly re-lettering the remaining subsections and correcting the internal subsection references:

“(b) Minutes of meetings are not verbatim but will record:

 - those members who are present;
 - those members who are absent;
 - all motions and resolutions whether adopted or defeated;
 - action items decided upon;
 - where necessary a reasonable summary of what was discussed; and,
 - where necessary information to provide context as needed.

Minutes will not provide any personal attribution with respect to specific comments.”;
 - (iii) deleting from subsection (c) (formerly subsection (b)) the number “12” and inserting “and Council committees” between the words “Council” and “must”; and,
 - (iv) deleting from subsection (d) (formerly subsection (c)) the number “12” and inserting the word “Council” in front of the two uses of the word “committee”;
- m) Section 13 *Calling meeting to order* is amended by:
- (i) deleting from subsection (a) the words “in accordance with section 9”; and,
 - (ii) deleting from subsection (b) the words “under section 9”;
- n) Section 15 *Agenda* is amended by:
- (i) deleting the section heading “Agenda” and replacing it with the new section heading “Regular Council meeting agenda”;
 - (ii) deleting from subsection (a) the words “an agenda” and inserting in their place the words “a regular Council meeting agenda”;

- (iii) deleting subsection (b) in its entirety and replacing it with a new subsection (b) as follows:

- “(b) On the Monday seven days prior to a regular Council meeting the Clerk will deliver a copy of the agenda to each member of Council in the manner and location specified by that council member.”;

- (iv) inserting a new subsection (c) as follows and re-lettering the existing subsection (c) as subsection (d):

- “(c) On the Tuesday six days prior to a regular Council meeting the Clerk will:

- (i) post a copy of the agenda at the Public Notice Posting Place;
 - (ii) leave copies of the agenda at the reception counter in the foyer of the Municipal Hall;
 - (iii) post a copy of the agenda to the DNV Website; and,
 - (iv) provide copies of the agenda to the North Vancouver public libraries.

- Failure to comply with subsections (i) to (iv) does not invalidate the proceedings of the associated regular Council meeting.”; and,

- (v) deleting subsection (d) (formerly (c)) in its entirety and replacing it with the new subsection (d) as follows:

- “(d) Council must not consider any matters not listed on the agenda unless a new matter for consideration is proposed during Approval of the Agenda at the commencement of the meeting.”;

- o) Section 17 *Order of proceedings and business* is amended by deleting from subsection (a) items (iii) Proclamations and (xii) Other Business and renumbering accordingly;

- p) Section 19 *Any other business* is deleted in its entirety;

- q) Section 21 *Delegations* is amended by:

- (i) deleting subsection (a) in its entirety and replacing it with a new section 21(a) as follows:

- “(a) One delegation will be permitted at any regular meeting of council. Under extraordinary circumstances, the Mayor, at his/her discretion, may permit more than one delegation at a regular meeting of council.”; and,

- (ii) adding a new subsection (d) as follows and re-lettering the existing subsections (d) to (f) accordingly:

- “(d) Delegation requests will not be accepted if they are requesting financial assistance of any kind or are in relation to any potential or current development application with the District.”;

r) Section 22 *Public Input* is amended by:

- (i) deleting subsection (c) in its entirety and replacing it with a new section 22(c) as follows:

- “(c) Speakers shall sign up in advance through the Municipal Clerk by providing their name, approximate residential location, and the subject they wish to speak on.

- (i) The speakers list shall be on a first come, first served basis starting at 6:30 pm the evening of the regular council meeting in question.

- (ii) Individuals must sign up in person as speaking slots will not be reserved nor can someone sign up on behalf of another.

- (iii) Priority will be given to speakers speaking on Reports from Council or Staff over those speaking on items not on the agenda.

- (iv) Where those signed up on the speakers list have spoken and the allotted thirty minutes has not been filled, the Mayor may ask for speakers from the gallery, under the same rules as this section, to fill any remaining time in the designated thirty minute period.”; and,

- (ii) deleting subsection (d) in its entirety and replacing it with a new section 22(d) as follows:

- “(d) Speakers wishing to speak on Reports from Council or Staff may sign up to speak during the thirty minute public input period or during the meeting at the time when the report is on the floor. Speakers speaking at the time when a report is on the floor will be limited to one in support of the matter and one opposed to the matter.

- (i) Speakers wishing to speak on a items not on the agenda will only be permitted during the thirty minute public input period if time permits.”;

s) Section 23 *Conduct and debate* is amended by:

- (i) deleting from subsection (d)(i) the words “with the time required for staff to respond to questions from council members included in the speaking time,”; and,
- (ii) deleting from subsection (i) the two references to the number 23 and deleting the words “of this bylaw” and replacing those with the word “above” so that the subsection reads “...is contrary to subsections (e) to (h) above.”;

t) Section 24 *Motions generally* is amended by:

- (i) deleting subsection (c)(ii) in its entirety and replacing it with a new section 24(c)(ii) as follows:
 - “(ii) to give a bylaw first, second or third reading, or all three readings at once.”;
- (ii) deleting from subsection (c)(vii) the first reference to the word “Council” and replacing it with the word “municipality” so that the subsection reads “...officers of the municipality,...”;
- (iii) deleting from subsection (f) the words “to withdraw” and “or for report” and deleting the words “the several” and replacing those with the word “these”; and,
- (iv) inserting into subsection (g) the word “must” between the words “she” and “informs” and deleting the letter “s” from the words “informs” and “refuses”;

u) Section 25 *Amendments generally* is amended by:

- (i) inserting a new subsection (b) as follows and re-lettering the remaining subsections accordingly:
 - “(b) A motion may be subject to only one amendment at any given time.”;
- (ii) deleting subsection (f) (formerly subsection (e)) in its entirety and replacing it with a new section 25(f) as follows:
 - “(f) An amendment may be subject to only one amendment at any given time.”; and,
- (iii) inserting a new subsection (g) as follows:
 - “(g) An amendment to an amendment must be decided upon before the primary amendment is put to a vote.”;

- v) Section 26 *Reconsideration by a council member* is amended by:
- (i) deleting from subsection (a) the number “26” and replacing the word “majority” with the words “prevailing side”;
 - (ii) deleting from subsection (b) the number “26”;
 - (iii) deleting from subsection (d)(ii) the words “subsection (1) of”; and,
 - (iv) deleting from subsection (e) the number “26” and adding following the number “16” the words “(Reports from council members) of this bylaw”;
- w) Section 27 *Adjournment* is amended by inserting in subsection (a)(i) the word “vote” between the words “affirmative” and “of”;
- x) Section 31 *Reading and adopting bylaws* is amended by:
- (i) deleting subsection (d) in its entirety and replacing it with a new section 31(d) as follows:
 - “(d) A proposed bylaw may be debated and amended at any time during first, second or third reading unless prohibited by, or in accordance with, the *Community Charter* or the *Local Government Act*. Bylaws may not be debated or amended at adoption.”;
 - (ii) deleting from subsection (g) the words “section 477(6)” and replacing them with the words “sections 477(6) and 480”; and,
 - (iii) deleting subsection (h) in its entirety and re-lettering subsection (i) as the new subsection (h);
- y) Part 9 *Public Hearings* is amended by inserting a new section 46 *Procedural guidelines* as follows and renumbering the remaining sections of Bylaw 7414 (Parts 9 and 10) accordingly:

“46 Procedural guidelines

Without limiting the discretion of a public hearing Chair to establish rules of procedure for the conduct of a hearing, the following procedural guidelines are established to guide Council:

- (a) Order of business – The order of business for a public hearing may be as follows: Chair introduces procedural rules, Clerk introduces the bylaw, presentation from staff, presentation from applicant, public input, questions from Council, motion with respect to closing the hearing and referral of the bylaw.

- (b) District staff and the applicant for the OCP/Zoning Bylaw amendment (or their agent) are each permitted a maximum of fifteen minutes for their presentations.
- (c) Questions from speakers – If a speaker asks a question during their allotted time, they will be permitted to finish speaking before staff or the applicant answers the question.
- (d) Questions from Councillors – Councillors will provide any questions they may have to staff in writing. Periodically, at the Chair's discretion, the Chair may pause the list of speakers to allow for staff to respond to questions submitted by Councillors.
- (e) Public hearings will adjourn at 10:30 pm without the hearing being closed but may continue:
 - (i) after 10:30 pm only by an affirmative vote of the members present; and,
 - (ii) after 11:00 pm only by a unanimous vote of the members present.”; and,
- z) Authorizing the correction of any miscellaneous typographical errors, the necessary re-numbering or re-lettering of sections or subsections to maintain the intended ordering of sections and subsections, and the updating or correcting of any internal or external references as maybe necessary to maintain the accuracy of the intended reference.

READ a first time

READ a second time

READ a third time

NOTICE GIVEN in accordance with Section 124 of the *Community Charter* on the ____ of _____ and the ____ day of _____, 2019.

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

| | | |
|--------------|----------------------------|------|
| Section: | Administration | 1 |
| Sub-Section: | Council - Meetings | 0570 |
| Title: | LENGTH OF COUNCIL MEETINGS | 6 |

POLICY

All District Council meetings end at 10:30 p.m. unless Council, by simple majority, extends this time.

Any extension beyond 11:00 p.m. requires a unanimous vote of Council.

REASON FOR POLICY

To ensure that Council meetings end at a reasonable time and allow Council the flexibility to extend the meetings if desired.

AUTHORITY TO ACT

Retained by Council.

| | | | |
|--------------------|-------------------|--------------|----------------------------------|
| Approval Date: | February 25, 1991 | Approved by: | Policy & Planning Committee, I/C |
| 1. Amendment Date: | February 10, 1992 | Approved by: | Regular Council |
| 2. Amendment Date: | January 25, 1993 | Approved by: | Regular Council |
| 3. Amendment Date: | December 11, 1995 | Approved by: | Regular Council |

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The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

| | | |
|--------------|--|------|
| Section: | Administration | 1 |
| Sub-Section: | Council - Meetings | 0570 |
| Title: | AVAILABILITY OF AGENDA REPORTS TO THE PUBLIC | 1 |

POLICY

A complete Agenda package for Council meetings (inclusive of Agenda reports) will be available for perusal by the public at the District Hall and Libraries in a timely manner.

REASON FOR POLICY

To ensure that Agenda material is made available to the public in a convenient and timely manner.

AUTHORITY TO ACT

Delegated to Staff

PROCEDURE

1. Complete agenda packages for Council meetings (excluding meetings held pursuant to section 90 of the *Community Charter*) are available for public perusal in the District Library after 6:00 p.m. and at the Municipal Hall reception counter at 4:00 p.m. on each Wednesday preceding a meeting of Council.
2. In most instances, a copy of the agenda material is available after 4:00 p.m. Wednesday from the Clerk's Office upon payment of the fee required under the current Fees and Charges Bylaw. The agenda and reports are also available on the District's website prior to the Council meeting.
3. A copy of the agenda, for those Council meetings which are open to the public, will be available at no cost (excluding supporting background material).

| | | | |
|--------------------|-------------------|--------------|-----------------------------|
| Approval Date: | December 2, 1985 | Approved by: | Policy & Planning Committee |
| 1. Amendment Date: | December 11, 1995 | Approved by: | Regular Council |
| 2. Amendment Date: | | Approved by: | |
| 3. Amendment Date: | | Approved by: | |

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The Corporation of the District of North Vancouver

ADMINISTRATIVE AND OPERATIONAL POLICY

| | |
|---------|---------------------------------------|
| Title | Council Reports: Deadlines and Format |
| Section | Corporate Administration |

POLICY

It is staff policy that Council reports:

- **must be received by the Clerk's office in a timely manner so as to ensure predictable delivery to Council and the public;**
- **must be fully explanatory, concise and written to a high professional standard; and,**
- **must be reviewed and approved by the appropriate managers.**

PROCEDURE

The following procedure is used to implement this policy:

1. Council Reports must be received by the Chief Administrative Officer by no later than noon on the Friday, ten days preceding the Council Meeting. Council reports received after that time will be postponed to the next available agenda.
2. Council Reports requiring consultation with the Finance Department must be received by the General Manager of Finance and Technology no later than noon on the Wednesday, twelve days preceding the Council Meeting. It is the responsibility of the report author to ensure that financial approval is acquired.
3. Council reports received by the Chief Administrative Officer after the Friday noon deadline will only be placed on the agenda with the Chief Administrative Officer's approval. It is the responsibility of the General Manager to seek the approval of the Chief Administrative Officer.
4. Late items may be placed on an agenda addendum at the sole discretion of the Chief Administrative Officer. Agenda addenda shall be kept to a minimum and only used in exceptional circumstances.
5. Upon receipt of a Council report, the General Manager will ensure:

- a) appropriate and early consultation is undertaken with, and subsequent approval and signature obtained from, any relevant department (such as the Finance Division regarding financial impacts or the Clerk's Office regarding bylaws), advisory committee or external agency;
 - b) that all referenced attachments, schedules or appendices are attached to the Council report; and,
 - c) that any Council report forwarded on to the Chief Administrative Officer is complete and accurate.
6. Upon receipt of a Council report provided to the Chief Administrative Officer, the Executive Assistant to the Chief Administrative Officer will ensure that Council reports are signed by the author, approved by the Department Head and General Manager, and, where appropriate, signed by the General Manager of Finance and Technology. If the Chief Administrative Officer is not available, the Executive Assistant will forward the report to the Acting Chief Administrative Officer for approval.
 7. The Chief Administrative Officer shall review and approve each Council report and forward it to the Clerk's office by no later than noon on the Monday, seven days preceding the Council Meeting for inclusion in the next agenda. The Chief Administrative Officer may, at his or her sole discretion, direct the Clerk to place a particular Council report on a specific future agenda.
 8. Where the need to amend a report is identified after all approvals have been secured, the approving General Manager shall determine if the amendment is material and whether any consultation previously undertaken must be done again (subject to section 3).
 9. Upon receipt of a Council report the Clerk's office shall do a final check to ensure that Council reports are signed by the author and approved by the Department Head, General Manager and Chief Administrative Officer.
 10. The Clerk's Office is responsible for the compilation and distribution of the agenda to Mayor and Council, staff, and the public.
 11. Agendas for Monday meeting dates will be distributed to Council by 4:30 p.m. on the Wednesday preceding the meeting date.
 12. Agendas will be posted on the District's web page and at the front counter of District Hall on Thursday morning after 8:30 a.m. preceding a Monday meeting.
 13. Attachment 1 of this Policy *Guidelines for the Preparation of Council Reports* provides an overview of the expected standards and report format for Council reports.

Attachment 1: Guidelines for the Preparation of Council Reports
Attachment 2: Report to Council Template (January 2015)
Attachment 3: Closed Meeting Report to Council Template (January 2015)

Policy approved on: October 17, 2017, Chief Administrative Officer
Policy amended on:

Attachment 1

GUIDELINES FOR THE PREPARATION OF COUNCIL REPORTS

November 1997

Updated January 2015

INTRODUCTION

No single product of staff is more central to good decision-making than Council reports.

Council reports help our "Board of Directors" - the Council of the District of North Vancouver - define projects, understand complex problems, consider alternative solutions and determine courses of action. Council reports forward recommendations involving millions of dollars in public assets and ensure that our administrative processes are managed in a fair and open manner. In addition, Council reports are used by the public to understand and participate in the decision-making process of the community. Radio, television and newspaper reporters use Council reports to research and explain issues to their respective audiences.

Well-written Council reports therefore serve many important purposes. Without clear, complete and accurate reports, the opportunity for informed public participation in the decision-making process would be diminished, and Council's ability to make good public decisions would be made more difficult.

The present Council report format was developed in 1995 as a means of providing an efficient and effective reporting process to Council. This guide outlines the procedure and format required for reports to Council. These guidelines are intended to help writers produce quality reports which are both effective and responsive. Their use should:




- improve readability and consistency;
- help highlight relevant policy concerns;
- provide full information required for decision-making; and,
- ensure that Council is offered a full range of options for consideration.

DUE DATES FOR COUNCIL REPORTS

Council reports requiring consultation with the Finance Department must be received by the General Manager of Finance and Technology no later than noon on the Wednesday twelve days preceding the Council meeting.

Council reports intended for the Council agenda must be received by the Chief Administrative Officer by no later than noon on the Friday ten days preceding the Council meeting.

As a rule, late reports are not accepted. Rare exceptions will be made only for circumstances genuinely beyond the control of the authoring department (e.g. an urgent request from Council). Difficulty in obtaining concurrence is not an acceptable excuse

| AGENDA INFORMATION | |  |  |  |
|---|----------------------------|---|---|---|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>Sept 30, 2019</u> | Dept Manager | GM/ Director | CAO |
| <input type="checkbox"/> Other: | Date: _____ | | | |

The District of North Vancouver REPORT TO COUNCIL

September 20, 2019
PLN2019-00045

AUTHOR: Kevin Zhang, Development Planner
Carolyn Girard, Parks Planner

SUBJECT: Bylaws 8397, 8398, and 8399: OCP Amendment, Rezoning, and DCC Waiver for 600 West Queens Road – To permit a Neighbourhood Park and Four-Storey Building with Low to Moderate Income Rental Housing and a Seniors' Care Facility

RECOMMENDATION

THAT "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8397, 2019 (Amendment 38)" is given FIRST Reading;

AND THAT "District of North Vancouver Rezoning Bylaw 1388 (Bylaw 8398)" is given FIRST Reading;

AND THAT "600 West Queens Road Development Cost Charges Waiver Bylaw 8399, 2019" is given FIRST, SECOND and THIRD Reading;

AND THAT, in relation to Bylaw 8397, additional consultation pursuant to Section 475 and Section 476 of the Local Government Act, is not required beyond that already undertaken;

AND THAT in accordance with Section 477 of the *Local Government Act*, Council has considered Bylaw 8397 in conjunction with its Financial Plan and applicable Waste Management Plans;

AND THAT Bylaw 8397 and Bylaw 8398 are referred to a Public Hearing.

REASON FOR REPORT

On July 22, 2019, Council directed staff to prepare bylaws necessary for the purpose of permitting the creation of a new neighbourhood park and a four-storey building with low to moderate income rental housing and a seniors' care facility on the Delbrook Lands.

The following bylaws are required for this purpose:

- Bylaw 8397 to amend the Official Community Plan;
- Bylaw 8398 to rezone the subject property; and
- Bylaw 8399 to waive Development Cost Charges.

The OCP Amendment Bylaw and Rezoning Bylaw are recommended for introduction and referral to a Public Hearing. A Development Permit would be forwarded to Council for consideration if the above bylaws are adopted by Council.

BACKGROUND

District-wide consultation on the future of the Delbrook lands was conducted in 2015/2016. The key findings were reported to Council in September 19, 2016 with the majority of participants favouring a mix of affordable housing funded by senior government, some form of care facility, childcare, and a park.

On April 15, 2019, Council directed staff to engage the local and broader community in a concurrent consultation process in relation to park design, community services and the form and character of an affordable housing building on the site.

In June 2019, District Staff conducted a public engagement process, which consisted of two surveys and a neighbourhood open house regarding the Delbrook Lands. The majority of participants indicated a preference for:

- Option A of the park design;
- Seniors' respite care included on the site; and
- West Coast building design and character.

On July 22, 2019, District Council passed the following motions:

- THAT Council direct staff to continue engagement with the public to create a detailed design for the neighbourhood park;
- AND THAT Council direct staff to initiate design work for a building, to be situated on the current parking lot at the southeast corner of the site, consisting of one storey of community service (seniors' respite care) and three (3) storeys of social housing above;

- AND THAT staff be directed to prepare an Official Community Plan amendment bylaw and a Zoning Bylaw amendment bylaw for Council's consideration consistent with this motion.

Site

The subject site is owned by the District and is the former Delbrook Community Recreation Centre, located at the corner of West Queens Road and Stanley Avenue. Surrounding properties include a strata apartment building to the southwest, a creek corridor parcel (Mission Creek) belonging to the District to the west, and single family homes on all remaining sides. The site is currently occupied by the former Delbrook Community Centre buildings, a childcare building, two parking lots, and three tennis courts.



Delbrook Lands Location



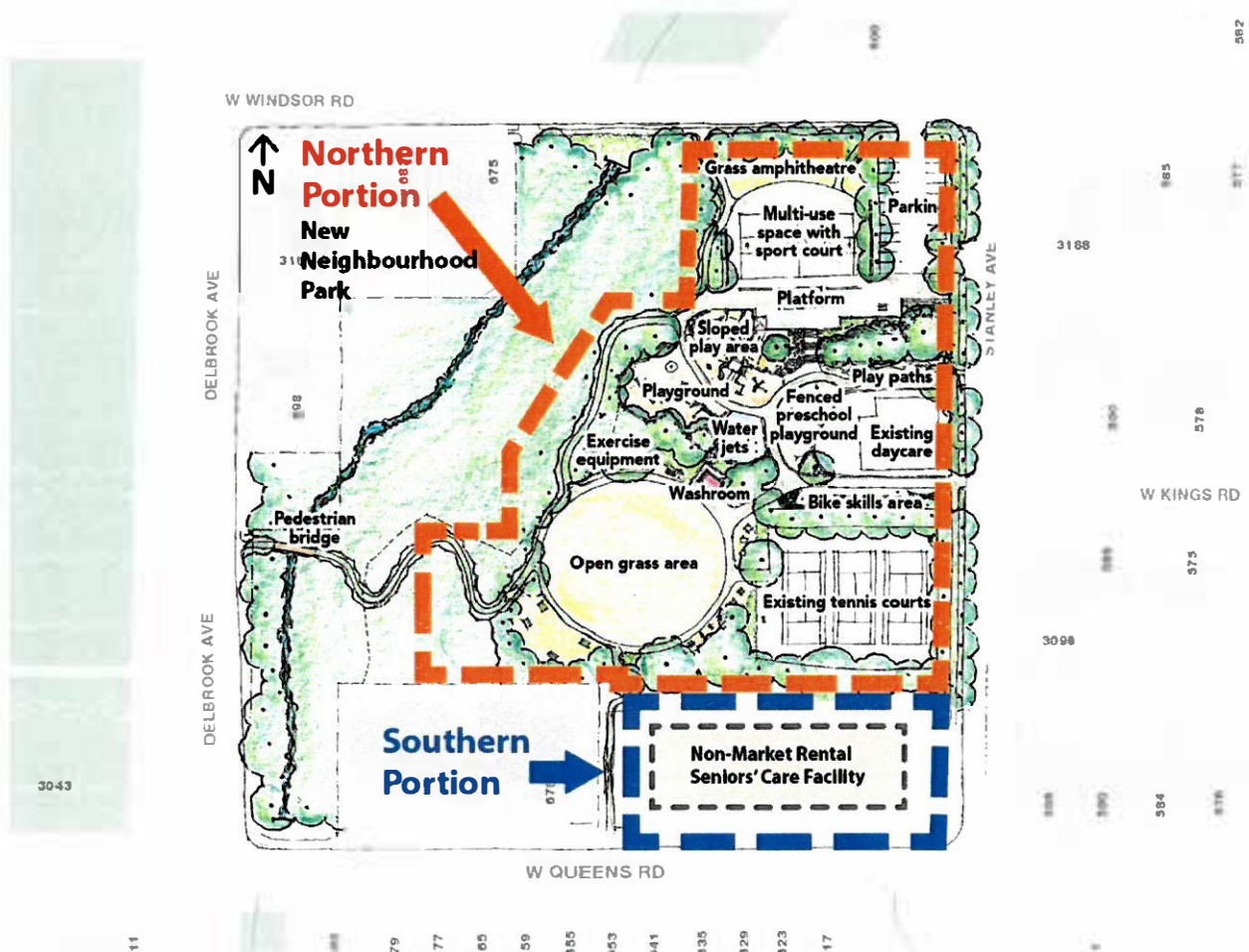
Delbrook Lands Existing Condition

Proposed Bylaws

The proposed bylaws divide the Delbrook Lands into two portions (see following map).

- On the northern portion (81% of total site by area) the proposed bylaws permit a Neighbourhood Park.
- On the southern portion (19% of total site by area, currently a parking lot) the proposed bylaws permit a four-storey building with low to moderate income rental housing and a seniors' care facility.

Overall, the proposed bylaws are in keeping with the outcomes of the Delbrook Deliberative Dialogue, Delbrook Lands 2019 Planning and Engagement Process, and the District's Rental and Affordable Housing Strategy.



Preferred Conceptual Park Design and Conceptual Building Location

EXISTING POLICY

Official Community Plan

The Official Community Plan (OCP) designates the site as Institutional (INST), which envisions a range of public assembly uses.

As proposed, the northern portion of the site will be designated as Parks Open Space and Natural Areas (POSNA), which is intended for a range of public and private uses that include the protection of ecologically important areas and parks (attachment 2).

The southern portion is to be designated as Residential Level 6 (RES6), which allows for medium density apartment, intended predominantly to provide increased multifamily housing up to approximately 2.50 FSR (floor space ratio). Development in this designation will typically be expressed in medium rise apartments. Some commercial use may also be permitted in this designation. While the OCP designation allows up to 2.50 FSR, the proposed zoning bylaw prepared permits only four storeys and approximately 1.82 FSR, which is a reflection of and consistent with Council's July 22nd motion limiting the overall height.

The proposed bylaws are inline with the following OCP policies:

- 4.0 provide a variety of year-round recreational experiences, meet the needs of users, and protect the ecological integrity of our natural systems;
- 4.1.10 Encourage the on-site inclusion of usable open space and play opportunities with new multifamily development as appropriate;
- 4.2.1 Support the provision of passive and active outdoor recreational opportunities within reasonable walking distance of every neighbourhood;
- 6.3.2 Plan and support initiatives for an age and disability-friendly community.
- 7.1.1 Encourage and facilitate a broad range of housing, including non-market and supportive housing;
- 7.3.7 Consider incentives such as reduced Development Cost Charges to facilitate affordable rental housing; and
- 7.4.4 Consider the use of District land, where appropriate, to contribute towards and leverage other funding for the development of social and affordable housing;
- 7.3.7 Consider incentives such as reduced Development Cost Charges to facilitate affordable rental housing; and

Parks and Open Space Strategic Plan

The proposed bylaws are inline with the following Parks and Open Space Strategic Plan (POSSP) goals and recommendations:

- 4.3 Actively support and integrate a diverse, accessible and sustainable range of outdoor experiences and activities to meet the interest of all citizens; and
- 5.2.2 Explore the possibility of creating a playground in the Central Delbrook Area.

Rental and Affordable Housing Strategy

The proposed bylaws, if adopted, will permit development of the southern portion of the site for a four-storey building with low to moderate income rental housing and a seniors' care facility. This responds to the following goals of the District's Rental and Affordable Housing Strategy (RAHS):

- Goal 1: Expand the supply and diversity of housing;
- Goal 2: Expand the supply of new rental and affordable housing; and
- Goal 6: Partner with other agencies to help deliver affordable housing.

The RAHS indicates that the 10 year (2016-2026) estimated demand for affordable rental units in the District is 600 - 1,000 units.

Zoning

The subject site is currently zoned PA (Public Assembly). Bylaw 8398 proposes to rezone the northern portion of the site to Neighbourhood Park Zone (NP) and the southern portion of the site to a new Comprehensive Development Zone 128 (CD128). The proposed CD128 zone prescribes permitted uses and zoning provisions such as a maximum density, height, setbacks, and parking requirements. It is proposed that the existing siting area map also be amended as per Bylaw 8398 (attachment 3).

Council Directions, 2019-2022

The proposed bylaws respond to the following Council Priority Directions to 2022:

- Key Issue 2: Increasing Housing Diversity and Addressing Affordability

Projects that deliver rental housing for low and moderate income earners, and those in need of social housing has been identified as a priority.

ANALYSIS

Site

The Delbrook Lands are approximately 17,600m² (189,400ft²), with the northern portion being 14,200m² (152,800ft²), and southern portion being 3,400m² (36,600 ft²). These areas do not include the existing Natural Park Land zoned parcel containing Mission Creek immediately west of the site, which will remain unchanged, and belongs to the District. Overall, the site slopes down to the south and to the west. The site is currently occupied by the former Delbrook Community Centre, childcare, and the existing tennis courts.



Neighbourhood Park

Park Planning Objectives

In May 2019 the District undertook a survey of residents. 86.5% of the respondents agreed with the following objectives:

- Meet the needs of the local neighbourhood and create vibrant, safe and accessible multi-purpose park with park amenities to serve a range of ages and interests;
- Protect & enhance the natural resources of Mission Creek and integrate environmental and nature appreciation;
- Maximize opportunities for active healthy living to support intergenerational activities, and gatherings to bring the neighborhood together; and
- Provide improved pedestrian and cycling connections from the neighbourhood to connect to the new park site.

Park Options A and B

Based on the results from respondents to the May 2019 online survey, two conceptual park designs were generated:

- Park Option A: Focus on accessible and active recreation and sport amenities with multiple path connections and access to the natural areas and creek; and

- Park Option B: Focus on unstructured recreation and enhanced ecology with flexible green space.

A further online survey was conducted by the District in June 2019. This survey showed general support for the conceptual park designs, with a preference for Option A. A further breakdown of the survey results is below:

| | Prefer Option A | Prefer Option B | No Response |
|--|----------------------------|----------------------------|--------------------|
| Inside Neighbourhood Zone (56 total) | 30 | 22 | 4 |
| Outside Neighbourhood Zone (155 total) | 96 | 49 | 10 |

Preferred Conceptual Park Design

The Preferred Conceptual Park Design (see page 4 and attachment 1) was developed by modifying Option A in response to public input from the June 2019 survey, park planning objectives, existing site conditions, amenities and environmental resources.

The Preferred Conceptual Park Design includes the following:

- Accessible, active and passive recreation amenities to serve a range of ages, abilities and interests, including:
 - A large passive un-programmed grass area;
 - A multi-use space with a sport court, seat walls and a platform;
 - Play opportunities which include a sloped play area, water jets, play paths, a bike skills area and a fenced preschool playground;
 - Exercise equipment;
 - A small washroom; and
 - Multiple path connections.
- Riparian habitat will be improved by removing invasive species.
- Decommissioning and replanting disturbed areas, installing habitat protection fencing and providing interpretive signage.
- Significant trees are retained where feasible.
- The tennis courts are retained in the current location.
- The existing childcare and attached outdoor play area are retained.
- In response to noise and security concerns, the picnic shelter and viewing deck have been removed from the conceptual plan.

The District undertook a further online survey in September 2019, which will also help inform the continuing detailed park design process.

Childcare

The existing childcare on the site operates pursuant to a lease which ends in 2023. Childcare is a permitted use in all zones as per the General Regulations section of the Zoning Bylaw. The design of the neighbourhood park will incorporate and integrate the existing childcare facility and existing small, contained play area.

Low to Moderate Income Rental Housing and Seniors' Care Facility

As directed by Council, staff have drafted Comprehensive Development Zone 128 to permit a four-storey building on the southern portion of the Delbrook Lands. The CD 128 zone permits low to moderate income rental housing and the potential for a seniors' care facility (including respite and seniors' daycare) to occupy the ground floor of the building. Should the municipality be unsuccessful in securing a seniors' care operator, then the ground floor could be used for low to moderate income rental housing.

Should Council adopt the bylaws, the District will enter into negotiations with a future non-profit housing provider and a future seniors' care provider for a long term ground leases at nominal rates. The District will retain ownership of the land. The low to moderate income rental housing will be operated by the non-profit housing provider pursuant to the long term ground lease.

Housing Affordability

Through a lease agreement with a future non-profit housing provider, the rents would be set at levels that are appropriate for low to moderate income households. The bedroom mix will also be set through the lease agreement.

It is anticipated that external funding from a partner such as BC Housing will be needed for the construction and operational costs. One funding source which has been successful in the District is the Building BC: Community Housing Fund, which requires the following mix of rents and incomes within a single building:

- 30% Affordable housing (moderate income);
- 50% Rent geared to income (Housing Income Limit); and
- 20% Deep subsidy.

Other funding sources will be explored should the bylaws be adopted by Council.

Development Permits

The site is in the following Development Permit Areas:

- Form and Character;
- Energy and Water Conservation and GHG Emission Reduction;
- Protection of the Natural Environment;
- Creek Hazard; and
- Streamside Protection.

All development permit requirements for both the neighbourhood park and the four-storey building will be considered at the development permit stage, which will occur after the Bylaws are adopted (if Council chooses to adopt).

The June 2019 online survey results showed a strong preference for West Coast as the style/character of the four-storey building. This architectural style will be reflected in future designs of the building.

Vehicle Parking

The preferred conceptual park design proposes twenty-two parking spaces, which would be provided for park users in a parking lot at the northeast corner of the park. Provision for accessible parking within the neighbourhood park will be detailed in the final design phase.

The proposed CD128 zone requires a minimum of 0.7 parking spaces per residential unit, inclusive of visitor parking for the residential units. The CD128 zone also requires one parking space per 140 m² of seniors' care facility floor area. All applicable District parking policies and guidelines will be applied to all future development on the property. As a result, the final parking provided may be higher than 0.7 per residential unit.

Bicycle Parking

Provisions for bike parking in the neighbourhood park will be detailed in the final design phase. The proposed CD128 zone requires secured bike storage at rates of one space per studio and one-bedroom units and two spaces per two-bedroom and three-bedroom units.

Financial Impacts

Neighbourhood Park

It is estimated that the cost of detailed design and construction of the park is approximately \$2.2 million. The District has budgeted for this cost through a combinations of Infrastructure Reserves, local area Community Amenity Contributions, and Development Cost Charges.

Four-Storey Building

Development Cost Charges (DCCs) are estimated to be \$960,000. Bylaw 8399 (Attachment 4) establishes the DCC at \$0 for the development of not-for-profit rental housing on the property. Finance staff are preparing a strategy to account for this waiver in order to keep the DCC funds whole.

Concurrence

This Report has been reviewed by staff from the Parks, Development Planning, Urban Design, Community Planning, Finance, Real Estate and Properties, and Legal departments.

Construction Traffic Management Plan

Construction traffic management will be key for both the development of the site. Impacts to surrounding streets, the operations of the existing childcare, and surrounding neighbourhood must be minimized. A Construction Traffic Management Plan (CTMP) will be required. In particular, the CTMP must:

1. Provide safe passage for pedestrians, cyclists, and vehicle traffic;
2. Outline roadway efficiencies (i.e. location of traffic management signs and flaggers);
3. Make provisions for trade vehicle parking which is acceptable to the District and minimizes impacts to neighbourhoods;
4. Provide a point of contact for all calls and concerns;
5. Provide a sequence and schedule of construction activities;
6. Identify methods of sharing construction schedule with nearby developments;
7. Ascertain a location for truck marshalling;
8. Address silt/dust control and cleaning up from adjacent streets;
9. Provide a plan for litter clean-up and street sweeping adjacent to site;
10. Include a communication plan to notify surrounding businesses and residents; and
11. Consider impacts to the existing childcare use on site.

Public Input

In addition to the Delbrook Deliberative Dialogue Series and the Delbrook Lands 2019 Planning and Engagement Process, a Public Hearing will be held should Council introduce the bylaws. The Delbrook Community Association will be advised of public Council dates.

Public engagement on the park design is ongoing. Feedback received during the Delbrook Lands 2019 Planning and Engagement Process has been incorporated into the preferred conceptual park design, which was presented for additional public comment in September 2019.

District staff met with the Delbrook Community Association on September 19th to discuss the preferred conceptual park design. The Delbrook Community Association offered comments and suggestions that will be further explored during the detailed design phase.

The Parks and Natural Environment Advisory Committee (PNEAC) visited the site on June 26, 2019 to review the two conceptual park design options. The preferred conceptual plan will be presented to the Parks and Natural Environment Advisory Committee on September 25, 2019.

The North Shore Advisory Committee on Disability Issues will be engaged during the detailed park design and Development Permit stages.

All input received will ultimately help shape the detailed park design.

CONCLUSION

The proposed bylaws, if adopted, will permit a new neighbourhood park and a four-storey building with low to moderate income rental housing and potential for a seniors' care facility. These bylaws assist in the implementation of the District's Official Community Plan, the Parks and Open Space Strategic Plan, the Rental and Affordable Housing Strategy, and the outcomes of the Delbrook Deliberative Dialogue process. The bylaws are now ready for Council's consideration.

September 20, 2019

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OPTIONS

The following options are available for Council's consideration:

1. Introduce Bylaws 8397, 8398 and 8399, and refer Bylaws 8397 and 8398 to a Public Hearing (staff recommendation); or
2. Defeat the Bylaws at First Reading and provide further direction to Staff.

Respectfully submitted,



Kevin Zhang
Development Planner



Carolyn Girard
Parks Planner

Attachments:

1. Preferred Neighbourhood Park Conceptual Design
2. Bylaw 8397 – OCP Amendment
3. Bylaw 8398 – Rezoning
4. Bylaw 8399 – DCC Waiver

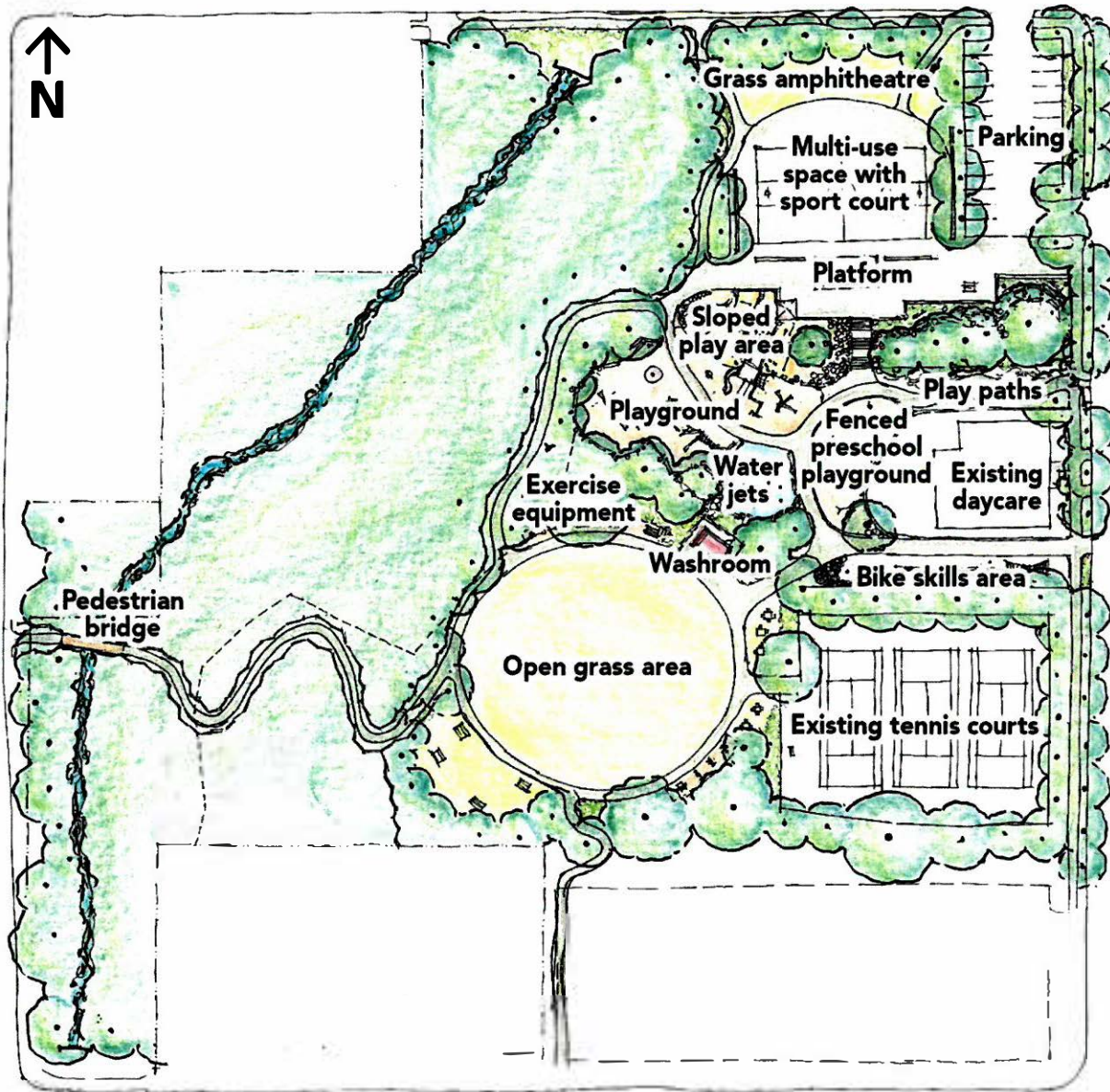
Bylaws 8397, 8398, and 8399: OCP Amendment, Rezoning, and DCC Waiver for 600 West Queens Road – To permit a Neighbourhood Park and a Four-Storey Building with Low to Moderate Income Rental Housing and a Seniors' Care Facility

September 20, 2019

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

Attachment 1: Preferred Neighbourhood Park Conceptual Design



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The Corporation of the District of North Vancouver**Bylaw 8397**

A bylaw to amend District of North Vancouver Official Community Plan Bylaw 7900,
2011

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

Citation

1. This bylaw may be cited as "District of North Vancouver Official Community Plan Bylaw 7900, 2011, Amendment Bylaw 8397, 2019 (Amendment 38)".

Amendments

2. District of North Vancouver Official Community Plan Bylaw 7900, 2011 is amended as follows:
 - a) Map 2 Land Use: as illustrated on Schedule A in red outline, by changing the land use designation of the properties on Map 2 from "Institutional" (INST) to "Residential Level 6: Medium Density Apartment" (RES6);
 - b) Map 2 Land Use: as illustrated on Schedule A in green outline, by changing the land use designation of the properties on Map 2 from "Institutional" (INST) to "Parks, Open Space, and Natural Areas" (POSNA);

READ a first time by a majority of all Council members.

PUBLIC HEARING held

READ a second time by a majority of all Council members.

READ a third time by a majority of all Council members.

ADOPTED by a majority of all Council members.

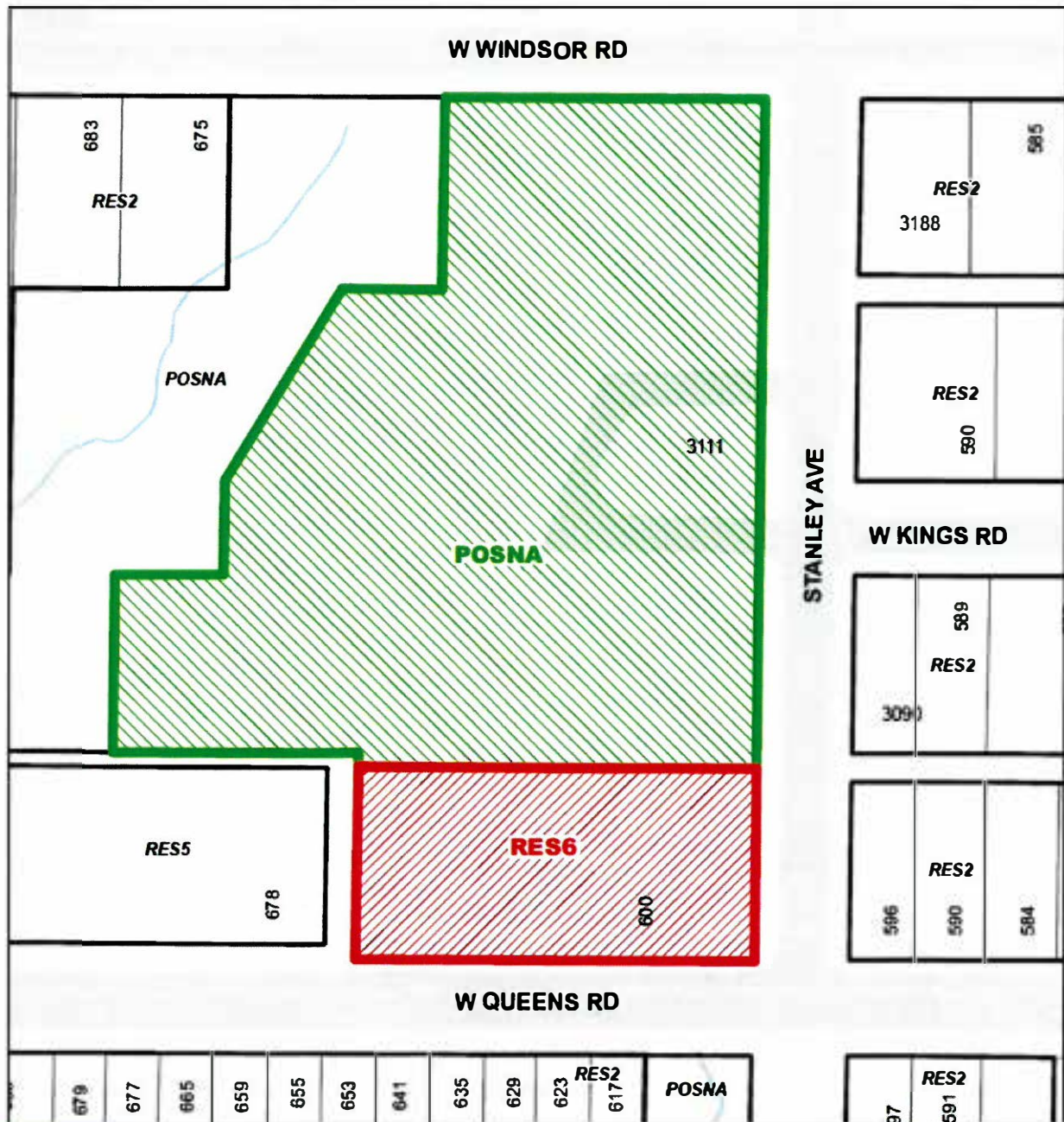
Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8397



**INSTITUTIONAL (INST) TO
RESIDENTIAL LEVEL 6: MEDIUM DENSITY APARTMENT (RES6)**



**INSTITUTIONAL (INST) TO
PARKS, OPEN SPACE, AND NATURAL AREAS (POSNA)**



The Corporation of the District of North Vancouver

Bylaw 8398

A bylaw to amend District of North Vancouver Bylaw 3210, 1965

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

Citation

1. This bylaw may be cited as “District of North Vancouver Rezoning Bylaw 1388 (Bylaw 8398)”.

Amendments

2. District of North Vancouver Zoning Bylaw 3210, 1965 is amended as follows:
 - (a) Part 2A, Definitions is amended by adding CD 128 to the list of zones that Part 2A applies to.
 - (b) Section 301 (2) by inserting the following zoning designation:
 “Comprehensive Development Zone 128 CD 128”
 - (c) Part 4B Comprehensive Development Zone Regulations by inserting the following, inclusive of Schedule B:

“4B128 Comprehensive Development Zone 128 CD 128

The CD 128 zone is applied to a portion of the site below as described in Schedule A to Bylaw 8398:

- a) 006-999-832 LEGAL DESCRIPTION: BLOCK 19, EXCEPT PART IN EXPLANATORY PLAN 16399, WEST 1/2 OF DISTRICT LOT 617 PLAN 19489. R/P-R/W LMP24200

4B 128 – 1 Intent

The purpose of the CD 128 Zone is to establish specific land use and development regulations for a residential rental building with or without a seniors' care facility.

4B 128 – 2 Permitted Uses:

The following *principal* uses shall be permitted in the CD 128 Zone:

- a) *residential use* (as defined in Part 2A);
- b) Seniors' care facility, including seniors' respite centre and/or seniors' day care.

4B 128 – 3 Density

Buildings and structures shall be sited and constructed in accordance with the following regulations:

- a) The maximum permitted floor space in the CD 128 Zone is 6,200 m² (66,736 sq. ft.);
- b) For the purposes of calculating floor space ratio, the following areas are excluded:
 - i. All area underground including but not limited to parking and storage;
 - ii. Underground parking ramps, covered or uncovered;
 - iii. Above ground exposed parkade area;
 - iv. Balconies, decks, patios, canopies, overhangs, architectural elements and awnings;
 - v. Above ground residential amenity area up to 3% of the total gross residential floor area or 200 m² (2,153 sq. ft.), whichever is lesser;
 - vi. Above ground cycling storage and facilities up to a maximum of 90 m² (969 sq. ft.); and
 - vii. Residential lobbies on a parking level up to a maximum of 90 m² (969 sq. ft.).

4B128 – 4 Height:

- a) The maximum number of storeys permitted is 4, excluding the parking level.
- b) The maximum permitted height measured to the roof of the uppermost storey is 115.8 m (380 ft.) geodetic elevation.

4B128 – 5 Setbacks:

- a) Minimum building set backs from property lines to the closest building face as established by development permit are as follows:

| Setback | Minimum Required Setback |
|-----------------------|---------------------------------|
| North | 2 m (6.6 ft.) |
| East (Stanley Avenue) | 6.5 m (21.3 ft.) |

| | |
|--------------------------|---------------|
| South (West Queens Road) | 3 m (9.8 ft.) |
| West | 2 m (6.6 ft.) |

- b) For the purpose of measuring setbacks, measurements exclude:
 - i. Balconies, canopies, overhangs, architectural elements and awnings.

4B128 - 6 Coverage:

- a) Building Coverage: The maximum building coverage is 80%.
- b) Site Coverage: The maximum site coverage is 95%.

4B 128 – 7 Parking and Bicycle Regulations:

The minimum parking requirements are as follows:

- a) 0.7 parking spaces per residential dwelling unit, inclusive of residential visitor;
- b) one parking space per 140 m² (1507 sq. ft.) of seniors' care facility floor area;
- c) All parking spaces shall meet the minimum width and length standards established in Part 10 of the Zoning Bylaw, exclusive of building support columns;
- d) one bicycle storage space per studio unit and one-bedroom unit and two bicycle storage spaces per two-bedroom unit and three-bedroom unit.

4B 128 – 8 Location Regulation

A seniors' care facility is permitted only on the first storey of a building above the parking level."

- (d) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule A) by rezoning the land outlined in red from Public Assembly Zone (PA) to Comprehensive Development Zone CD 128 (CD128).
- (e) The Zoning Map is amended in the case of the lands illustrated on the attached map (Schedule A) by rezoning the land outlined in green from the Public Assembly Zone (PA) to Neighbourhood Park Zone (NP).
- (f) The Siting Area Map section is amended by deleting existing Plan Section PA/03 and replacing it with the revised Plan Section PA/03 attached in Schedule B.

READ a first time

PUBLIC HEARING held

READ a second time

READ a third time

Certified a true copy of "Bylaw 8398" as at Third Reading

Municipal Clerk

APPROVED by the Ministry of Transportation and Infrastructure on

ADOPTED

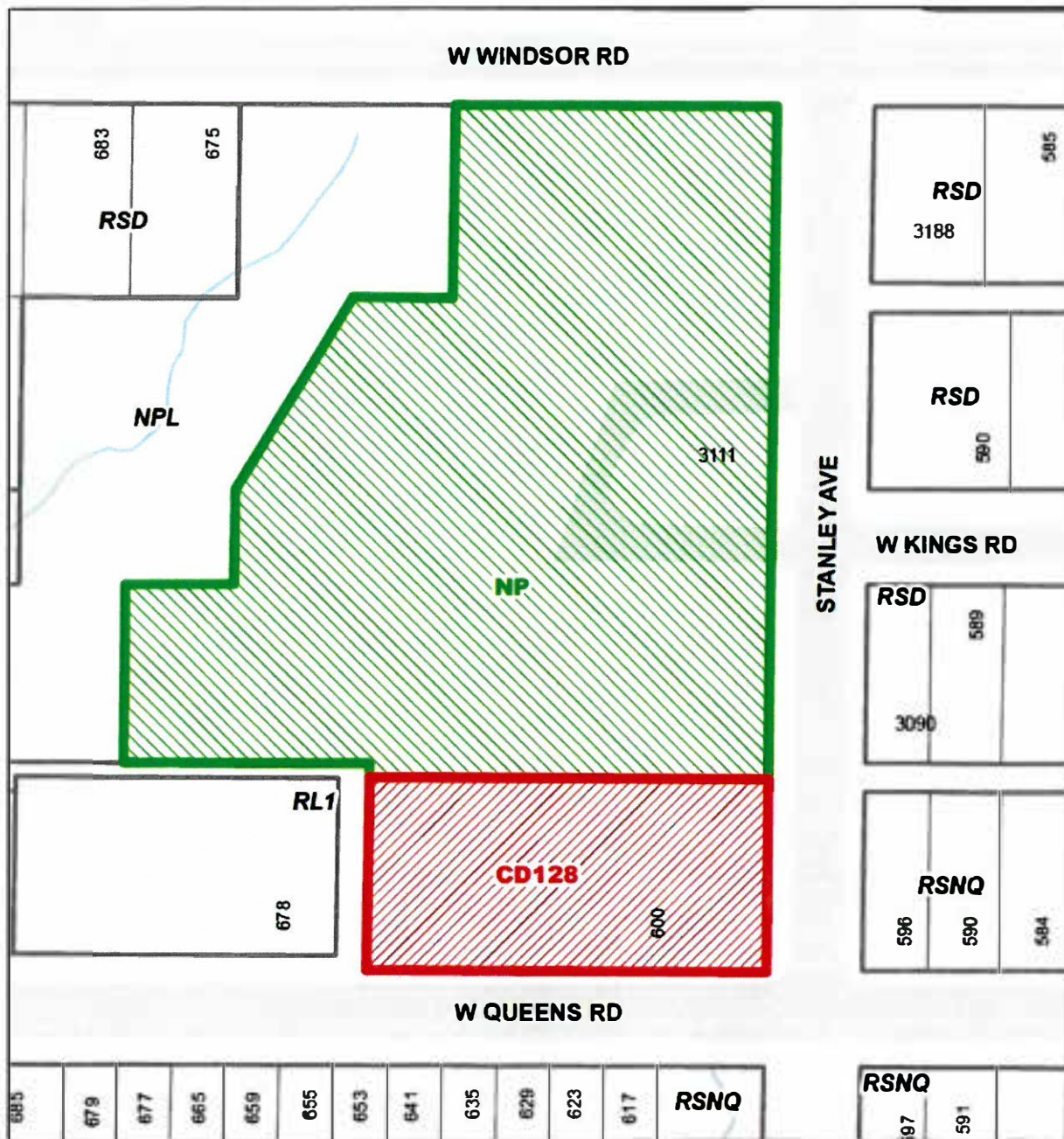
Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8398



PUBLIC ASSEMBLY ZONE (PA) TO
COMPREHENSIVE DEVELOPMENT ZONE 128 (CD128)

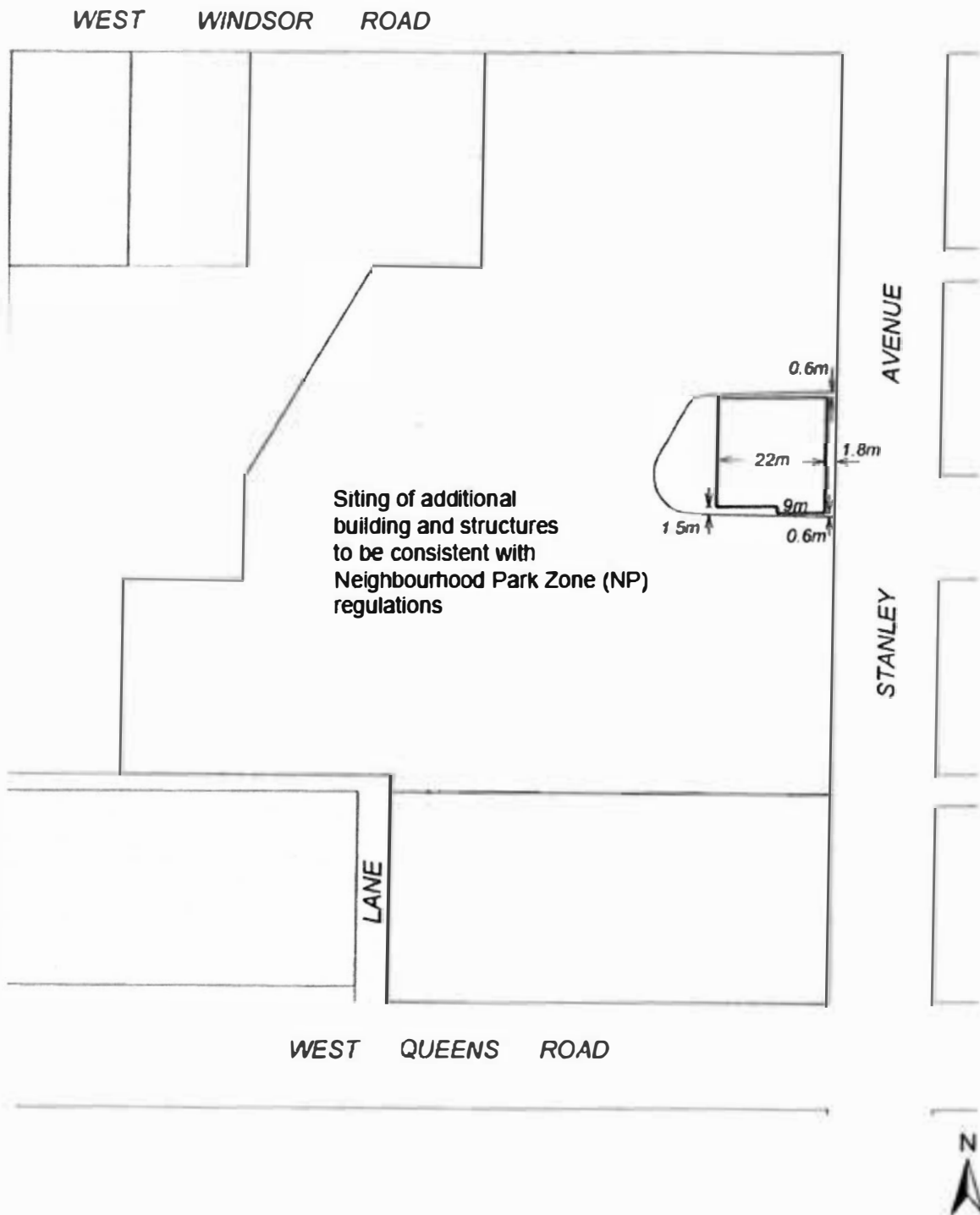


PUBLIC ASSEMBLY ZONE (PA) TO
NEIGHBOURHOOD PARK ZONE (NP)



Schedule B to Bylaw 8398

PLAN SECTION PAGE PA / 03



The Corporation of the District of North Vancouver**Bylaw 8399****A bylaw to waive Development Cost Charges**

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

Citation

- 1) This bylaw may be cited as "600 West Queens Road Development Cost Charges Waiver Bylaw 8399, 2019".

Waiver

- 2) Development Cost Charges are hereby waived in relation to any Eligible Development proposed to be constructed on Site "A" as illustrated on Schedule A in red outline, and the development cost charge rates for the Eligible Development are hereby set at zero.
- 3) For the purpose of this Bylaw "Eligible Development" means all those portions of any building on Site "A" containing not-for-profit rental housing.

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

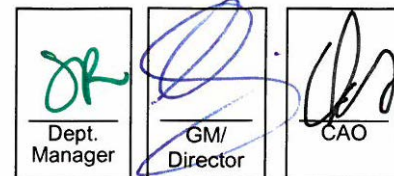
Certified a true copy

Municipal Clerk

Schedule A to Bylaw 8399



| AGENDA INFORMATION | |
|---|---------------------------------|
| <input checked="" type="checkbox"/> Regular Meeting | Date: <u>September 30, 2019</u> |
| <input type="checkbox"/> Other: | Date: _____ |



The District of North Vancouver REPORT TO COUNCIL

September 18, 2019

AUTHOR: Susan Rogers, DNV Parks Manager

SUBJECT: Handsworth Secondary School - 1044 Edgewood Road - Track and Field Feasibility Study

RECOMMENDATION:

Given the preferred option at Handsworth School for a 4 lane track and field at a cost of 3.8 million, Council is requested to provide direction on the following options:

1. That the District pursue a partnership with the School District, to fund and construct a new track and field at Handsworth School, with an equal funding contribution from the District and School District.
2. That the District pursue a partnership with the School District to fund and construct a new track and field at Handsworth School, with an equal funding contribution from the District, School District and external funding to include federal and provincial grant opportunities.
3. That the District not pursue funding and construction of a new replacement track and field at Handsworth School.

REASON FOR REPORT:

On May 27, 2019 Council passed the motions:

THAT staff be directed to work with partners to confirm suitability of a four to six lane track at Handsworth School;

AND THAT staff work with the Sport Council, City of North Vancouver and School District to consider the feasibility of an eight lane track for the North Shore.

SUMMARY:

Council directed staff to consult with key stakeholders and develop a preferred track and field option for discussion. The current preferred option is a four lane, single radius IAFF synthetic track, with 6 lanes for 100 metre and 110 hurdles and run outs. Also included are areas for high jump, long jump and pole vault, in addition to storage areas and a washroom. The grass

field will accommodate soccer, american football and rugby (refer to Page 5 for conceptual plan).

A feasibility study for an 8 lane track on the North Shore will be considered as a separate process from the Handsworth Secondary School track and field, and be initiated through the 2020 parks department work plan.

BACKGROUND:

At the May 27, 2019 Council meeting, the Development Permit 79.18 for the construction of a new Handsworth Secondary School was issued. The development permit application for construction of a track and field in the southern portion of the school property will be submitted by the School District at a later date, following the completion of the Handsworth track and field feasibility study.

EXISTING POLICY:

The District and School District currently has a joint-use agreement for the existing Handsworth School track and field since 1995. Should Council provides direction to partner with the School District on the new track and field, a new joint-use agreement will be negotiated for the new facility.

ANALYSIS:

In response to Council direction, a consultant was engaged to review both a 4 lane and 6 lane option for the track and field, in discussion with the track and field stakeholders, School District, DNV Parks and Planning Departments, and North Vancouver Recreation Commission (NVRC). Both a 4 lane and 6 lane option can be accommodated on the site, however the preferred option by the review committee is to accommodate the 4 lane single radius IAAF track option, with a 6 lane straightaway on the north side of the field for sprinting. The 4 lane track could accommodate 100 and 110 metre hurdles, with areas for high jump, long jump and pole vault. The grass field dimensions are 64 m x 104 m to accommodate soccer, football and rugby. The site plan also includes a designated area for a washroom, and sports storage seacans.

Partnership with the School District

The existing track and field facility at Handsworth School consists of a grass field and a 6 lane asphalt track that was constructed in the mid 1990's. With the redevelopment of the new school, the track and field will be decommissioned and relocated to the south end of the existing school site. Currently under the School District's mandate, they only provide funding to replace the grass field with a gravel field with no replacement track.

The District Parks Department, under the previous joint-use agreement has contributed up to \$25,000 annually for the grass field and site maintenance over a period of 23 years. Over the years, the community hours of the grass field decreased, due in part to the impacts of high volume of use of the field by the school programs. The condition of any field asset is impacted by the level of use. Any future partnership with the School District would need to reaffirm the acceptable hours of school field play per week to ensure that its condition can manage the additional community field hours and schedules.

Timing/Approval Process:

The school track and field in the southern section of the school property will be subject to a separate development permit at a later date, and will be submitted by the School District, once consensus for the track and field conceptual design phase is reached with the stakeholders. The construction of the track and field would likely commence in 2022.

Concurrence

At a conceptual level, the 4 lane and 6 lane options for the track and field have been reviewed by the community track and field stakeholders, School District athletic group, DNV Parks Department, NVRC, and DNV Community Planning. The preferred 4 lane conceptual track and field site plan addresses the requests of all parties concerned.

Financial Impacts:

The proposed Handsworth School Track and Field Class C cost estimate is in the range of 3.8 million dollars, which includes the track and field, retaining walls, fencing, drainage, irrigation, landscaping, furnishings, and washroom. The School District currently have allocated \$300,000 towards a replacement field, however under their current provincial mandate related to the funding provisions of exterior sporting facilities on new capital projects, their funding budget would not accommodate a track.

The 5 year Financial Plan for Parks does not currently include Handsworth School track and field, as the school redevelopment project was only forwarded to DNV in late 2018. The current DNV Financial Plan has committed and approved funding for two other major sports field projects:

- New Argyle School ATF is slated for construction in 2020 – 2020. At Argyle School, the School District is funding the cost equivalent for the replacement gravel field, with the District responsible for the upgraded costs for the lit ATF capital project.
- Inter River Parks ATF south (which is currently being pre-loaded), with a field construction targeted for 2020-2022.

Funding Options

Through the redevelopment of the site, the School District will be required to construct a basic field at \$300,000, however the addition of a track and field elements will not be funded by the School District. The District could pursue available federal and provincial grants, however there is no guarantee that the District would be successful. Under the current funding, if the District chose to proceed with the current proposal, 3.8 million would need to be allocated, through a combination of grants and tax base. This may result in other park approved priority capital projects being cancelled or deferred.

Social Policy Implications:

With the growth and popularity of school and community sports, a replacement track and field at Handsworth School will continue to support the physical, recreation and health objectives of the community.

Environmental Impact:

As part of the development permit for the track and field, all environmental bylaws, regulations and best management practices will be applied to the final design. Existing trees along the Edgewood Road property line will be removed to accommodate the required dimensions for the track and field. The required environmental set back from Mackay Creek will be retained in the design.

Public Input:

The track and field consultant, School and DNV Parks staff have collaborated with track and field stakeholder representatives to develop the preferred 4 lane track and field site concept plan.

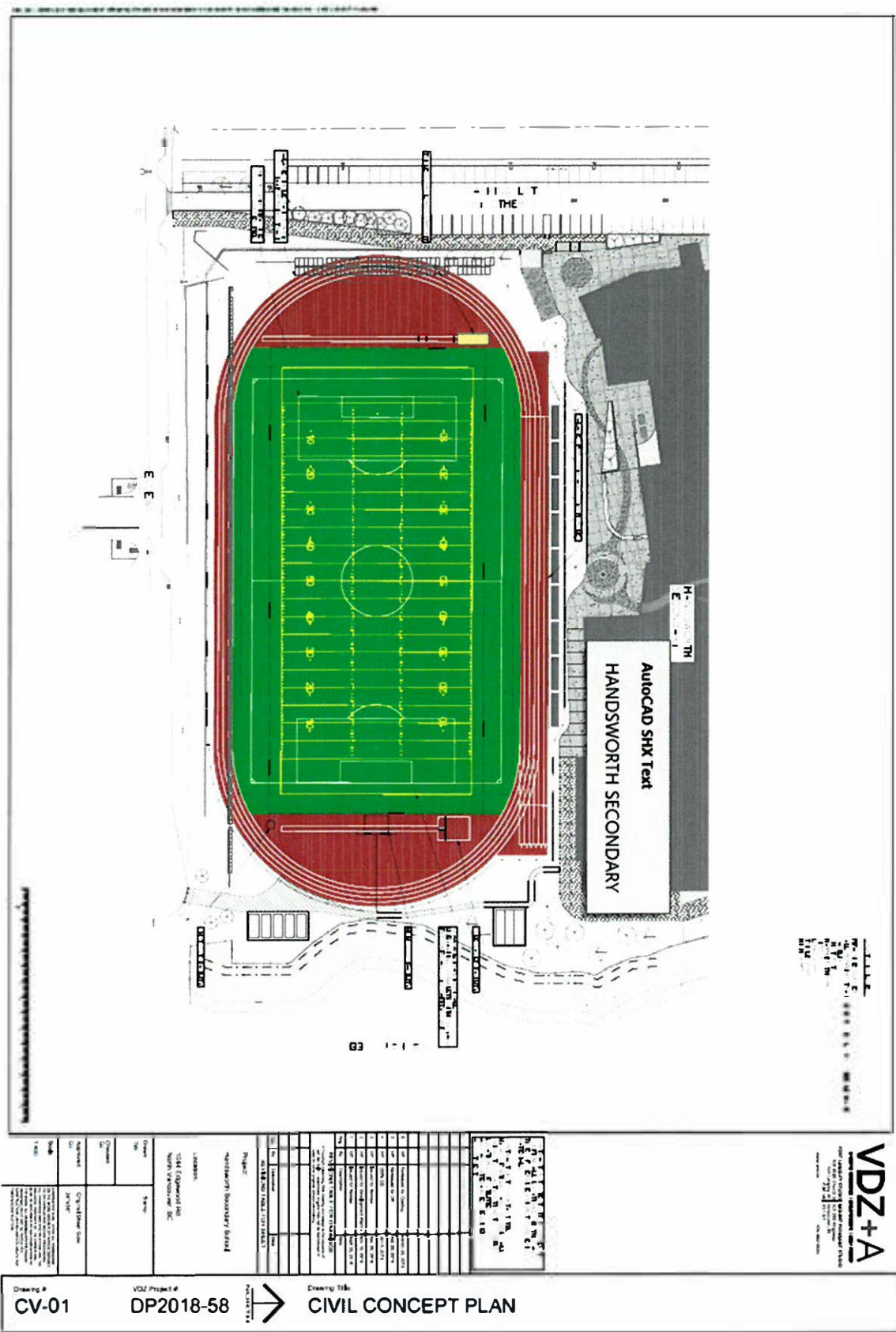
Conclusion:

The feasibility review indicates that a 4 lane track is the preferred option. Further refinement for the track and field design will be developed if the project shifts into the detailed design phase through the development permit application.

Respectfully submitted,


 Susan Rogers
 DNV Parks Manager

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



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