# AGENDA ADDENDUM

# SPECIAL MEETING OF COUNCIL

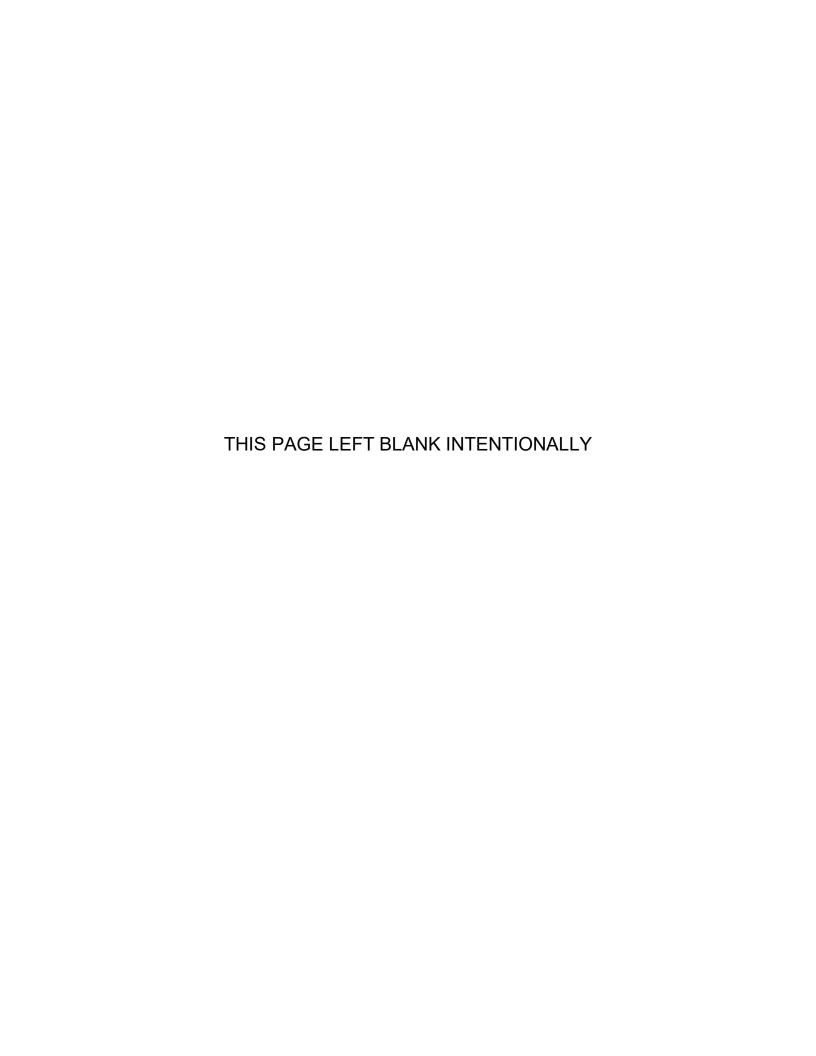
Monday, March 9, 2020 7:00 p.m. Council Chambers, Municipal Hall 355 West Queens Road, North Vancouver, BC

#### **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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#### SPECIAL MEETING OF COUNCIL

7:00 p.m.
Monday, March 9, 2020
Council Chambers, Municipal Hall,
355 West Queens Road, North Vancouver

#### **AGENDA ADDENDUM**

#### THE FOLLOWING LATE ITEMS ARE ADDED TO THE PUBLISHED AGENDA

#### 1. REPORTS FROM COUNCIL OR STAFF

1.2. 2020 - 2024 Financial Plan Bylaw

File No. 05.1780/2020

Report: Section Manager, Financial Planning

Attachment 1: Bylaw 8435

Recommendation:

THAT "2020-2024 Financial Plan Bylaw 8435, 2020" is given FIRST, SECOND and

THIRD Readings.

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AC	GENDA INFORMATION	
Regular Meeting	Date:	
Other:	Date:	Dept. GM/ Manager Director
		Manager Director

# The District of North Vancouver REPORT TO COUNCIL

March 4, 2020 File: 05.1780/2020

AUTHOR: Shirley Young, Section Manager, Financial Planning

SUBJECT: 2020 - 2024 Financial Plan Bylaw

#### RECOMMENDATION:

That Bylaw 8435 cited as the "2020 – 2024 Financial Plan Bylaw" is given FIRST, SECOND, and THIRD reading.

#### **REASON FOR REPORT:**

To adopt the 2020 – 2024 Financial Plan Bylaw based on the draft financial plan and a 3.0% property tax increase.

#### SUMMARY:

The draft financial plan workbook was introduced February 10, 2020 reflecting Council directions. Public input on the plan closed February 24, 2020 and staff were directed to prepare the financial plan bylaw following financial plan deliberations on March 2, 2020.

#### **EXISTING POLICY:**

The financial plan reflects a 2020 property tax increase of 3% or \$69 on the average residential home. The increase includes 2% to fund municipal operations and 1% to support asset management as the District continues to focus on sustainable service delivery within available financial resources.

The financial plan includes new investments to begin to address transportation and mobility challenges, affordable and diverse housing needs, and the local impacts of the global climate emergency, while also supporting a balanced and vibrant economy. The principles, policies and funding strategies guiding the financial plan can be found in the Planning Policy Framework section of the financial plan workbook.

#### ANALYSIS:

The financial plan contains the District's proposed tax increases, utility rate increases, operating and capital budget updates, and reserve funding updates. The total budget for 2020 is \$319.5 million including \$173.3 million operations, \$78.1 million capital expenditures, \$2.8 million debt service and \$65.3 million in contributions to reserves.

The financial plan combines the operating, capital and reserve funds and includes the District's interest in the operations of the North Vancouver District Public Library, North Shore Emergency Management, North Vancouver Recreation and Culture Commission, and North Vancouver Museum and Archives. The financial plan is presented in Schedule A of Bylaw 8435. The bylaw also includes a Revenue Disclosure Statement and Capital Plan Appropriations from Reserves in Schedules B and C respectively.

The five-year Capital Plan is \$398.5 million with approximately half of this amount allocated to maintain existing assets in a state of good repair and the other half invested in new assets, land and housing, including the following priorities:

- \$22 million for cycling, pedestrian and transit
- \$8.1million and land for social housing
- \$9.1 million for climate adaptation and \$2.5 million for climate mitigation
- \$43.3 million for the new Maplewood Fire and Rescue Center (of which \$11.7 million was approved in prior years)
- \$10.3 million for new sport fields at Inter River Park and Argyle Secondary School (of which \$2.8 million was approved in prior years)

The "Five Year Capital Plan Details" section of the financial plan workbook includes the full list of new capital projects reviewed with Council prior to the introduction of the financial plan on February 10. The "Municipal Services" section of the financial plan workbook provides an overview of municipal services and the strategic priorities, projects and initiatives for the coming year. In 2020, contributions to reserves are estimated at \$65.3 million and appropriations from reserves and surplus are \$78.4 million and reflect the latest forecast and Council priorities.

#### Timing/Approval Process:

Financial planning processes in local government follow cycles driven by a variety of events and legislative requirements. All municipalities in BC must have a financial plan (or budget) that is adopted annually, by bylaw, before the annual property tax bylaw is adopted. The financial plan may be amended by bylaw at any time. Generally, the bylaw is amended twice a year: once in spring and once in fall. The bylaw authorizes continued operations until Council adopts the 2021 – 2025 Financial Plan. Early adoption enables earlier procurement thereby securing services and potential cost savings in competitive markets.

#### Financial Impacts:

The Financial Plan bylaw is based on the draft workbook introduced February 10, 2020.

Respectfully submitted,

Shirley Young

Section Manager, Financial Planning

	REVIEWED WITH:	
Community Planning Development Planning Development Engineering Utilities Engineering Operations Parks Environment Facilities Human Resources Review and Compliance	☐ Clerk's Office ☐ Communications ☐ Finance ☐ Fire Services ☐ ITS ☐ Solicitor ☐ GIS ☐ Real Estate ☐ Bylaw Services ☐ Planning	External Agencies:  Library Board  NS Health RCMP NVRC Museum & Arch.

#### The Corporation of the District of North Vancouver

#### **Bylaw 8435**

A bylaw to approve the 2020 Financial Plan for the five years ending December 31, 2024 pursuant to section 165 of the *Community Charter* 

The Council for The Corporation of the Di	istrict of North Vancouver enacts as follows:
Citation	
1. This bylaw may be cited as "2020-202	24 Financial Plan Bylaw 8435, 2020".
Approval of Financial Plan	
<ol><li>The 2020-2024 Financial Plan, as se December 31, 2024 is approved.</li></ol>	et out in Schedule A, for the five years ending
Reserve Fund Appropriations	
<ol><li>The 2020-2024 Financial Plan reserve are approved.</li></ol>	e fund appropriations, as set out in Schedule C,
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 8435 District of North Vancouver 2020-2024 Financial Plan (\$000)

		2019	2020	Mary.	2021	2022	2023		2024
Revenue									
Taxation	\$	112,144	\$ 112,887	\$	117,189	\$ 121,849	\$ 126,469	\$	130,416
Sales, Fees, and Other User Charges		97,692	98,299		104,368	108,063	116,008		117,770
Developer Contributions		18,867	14,932		4,212	4,167	1,414		5,012
Grants and Other Contributions		5,958	5,550		6,379	2,960	2,476		2,118
Investment Income		4,928	4,963		5,176	4,886	4,872		4,892
Penalties & Interest on Taxes		975	825		825	825	825		825
		240,564	237,456		238,149	242,750	252,064		261,033
Proceeds from Borrowing		-	3,625		28,249	135	-		-
Appropriations from:									
Capital Committed Funds		50	4		-	-	-		=
Operating Reserves		10,413	7,692		8,500	6,750	3,635		3,635
Capital Reserves		63,534	70,688		86,349	56,455	71,533		58,528
	15(11)	73,997	78,380		94,849	63,205	75,168		62,163
Source of Funds	\$	314,561	\$ 319,461	\$	361,247	\$ 306,090	\$ 327,232	\$	323,196
Operating Expenditures		a.							
Community Services	\$	39,573	\$ 40,801	\$	42,449	\$ 43,265	\$ 44,085	\$	44,933
Planning and Development		12,791	13,085		13,229	12,006	10,540		11,851
Protective Services		43,378	43,939		44,684	45,474	46,365		47,374
Transportation and Engineering		9,448	9,801		9,702	9,812	9,730		9,929
Utilities		46,485	48,427		50,871	55,580	60,436		66,035
Governance and Admin		16,929	17,226		17,351	17,199	17,079	×	16,982
		168,604	173,279		178,286	183,336	188,235		197,104
Capital Expenditures		72,816	78,130		123,994	60,490	76,499	•	59,353
Debt Service		2,762	2,762		2,762	2,942	4,363		4,817
Contributions to:									
Operating Reserves		3,754	114		116	119	121		123
Capital Reserves		66,625	65,176		56,089	59,203	58,014		61,799
		70,379	65,290		56,205	59,322	58,135		61,922
Use of Funds	\$	314,561	\$ 319,461	\$	361,247	\$ 306,090	\$ 327,232	\$	323,196

#### Schedule B to Bylaw 8435

# District of North Vancouver 2020 Revenue Disclosure Statement

#### **Revenue from each Funding Source**

The proportion of total revenue to be raised from each funding source in 2020 is shown in the table to the right. Property tax is an indirect tax on wealth and accounts for the greatest proportion of municipal revenues. The system of property taxation is relatively easy to administer and understand. It provides a stable and consistent source of revenue for services that provide general community benefits that can be often difficult to fund on a user-pay basis.

Eunding Course	% Rever	nues
Funding Source	2019	2020
Taxation		
Property Value Taxes	46.6%	46.8%
Parcel Taxes	0.0%	0.0%
Sales, Fees and User Charges	40.6%	40.8%
Other Sources	12.8%	10.9%
Proceeds from Borrowing	0.0%	1.5%
TOTAL	100.0%	100.0%

Sales, fees and user charges form the second largest portion of planned revenue. Many municipal services, such as water and sewer usage, can be measured and charged on a user-pay basis. This methodology strives to fairly distribute the costs of a municipal service to those who make use of it. Other services (e.g. recreation) which have both a private and community benefit are funded through both user fees and municipal taxes.

Other sources of revenue include developer contributions, government grants and other external contributions. These sources of revenue are difficult to predict and can fluctuate significantly from year to year. In 2020, government grants and developer contributions in the form of community amenity contributions are expected to decrease.

Proceeds from borrowing make up the last source of funding and is used for asset replacement or acquisition of new assets.

#### **Property Tax Burden**

The property tax burden for each property class is shown in the table on the right. The tax distribution detailed for 2020 is consistent with the current tax strategy approved by Council in 2009 that aligns the District tax rates with the average for Metro Vancouver, or the capped rate (if applicable) and relevant Ports Property Tax Act impacts. This strategy considers some shifting of the tax burden between classes if the tax base for a property class is not sufficient to be corrected by investment alone. It is expected

Basasatu Class	% Property Tax							
Property Class	2019	2020						
Residential	69.0%	71.8%						
Utilities	0.2%	0.2%						
Major Industry	12.6%	9.6%						
Light Industry	1.0%	0.9%						
Business	17.0%	17.2%						
Recreation	0.2%	0.3%						
TOTAL	100.0%	100.0%						

that the competitiveness of the municipality as a place to do business will benefit from this policy. Ensuring policy objectives continue to support the taxpayers, the District continues to work with the Province to achieve solutions to inequalities presented in Provincial Port regulations as well as attaining workable solutions to assessment valuation issues affecting the success of select small businesses. Council's tax strategy is based on the principles of equity, fairness, and responsiveness to community goals. Proportionate relationships between property classes can be affected by Council's economic policies, provincially legislated tax incentive programs and new permissive and statutory exemptions.

#### **Permissive Tax Exemptions**

Permissive tax exemptions represent approximately \$453,121 in foregone tax revenues. Council grants permissive tax exemptions based on Section 224 of the Community Charter on "use of property" not based upon the charitable status of the organization as a whole. Organizations that contribute to the well-being of citizens within the municipality by improving their quality of life and effectively enhancing community services are eligible.

# Schedule C to Bylaw 8435 District of North Vancouver 2020 Capital Plan Reserve Fund Appropriations

(\$000)

		EXISTING	CAPITAL	LANE	DOH DNA	SING	NEW CAPITA	AL.	D	EVELOPME	TV		OTHERS	
Program	Cost	Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation	Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants
NEW CAPITAL AND INITIATIVES	- British													
Civic Facilities & Equipment														
Operations Facilities & Equipment			223											
Fleet & Equipment Additions	221		221	-	**		-	•	-			-		7.
Operations Centre Study & Minor Upgrades Climate Adaptation, Mitigation & Natural Hazards	550	550	•			•		•		*	•			14
Adaptation														
Maplewood Flood Protection	600		*	529				-		71			-	
Wildfire Program														
(Equipment Phase 1 & 2, Provincial Program)	453			•	-	=		453		-			~	-
Daylighting Kilmer Creek at Fromme Road	1,500			1,322	-	-			-	178	-	-		-
Community Facilities, Arts & Culture														
Community Facilities														
Lions Gate Community Centre	20	-	-						-		20		- 4	-
Old Delbrook Community Centre Decommission	325	325	-	•	-	1-		-	•		-			
Community Plazas														
Lions Gate Plazas	385	-			10		-	-	*	-		385		-
Library, Archives & Exhibits														
Capilano Library Renewal & Upgrade	50	50			-	*					*	•	-	•
Lynn Valley & Parkgate Library Upgrades	400	400	~		-		-	*	-	-	-	•	-	-
Public Art & Heritage														
Lions Gate Public Art	50	-		•	-				-	-	50	-		-
Lynn Creek Public Art	75	•	-	-	-	•			-		75	-		-
Lynn Valley Public Art	300		-	-	-				•		300		-	-
Parks & Open Spaces														
District Level Parks														
Cates Park Facilities Expansion	2,770	1,119		-	-		12	1	-	184			-	1,467
Lynn Canyon Park Central Area Upgrades	75	10		-			×.	56	-	9	-		•	
Neighbourhood Parks								450						
Delbrook Neighbourhood Park	150			-		•	-	150	•	•	480	-	•	
Lynn Creek Bridgman Park Multi Unit Playstructure	250	100	*	-	-	-		•	-	-	150	•	-	
Sport Fields										100				
Delbrook Park Fieldhouse	1,500	1,320		-	-	-		-	-	180		-		
Inter River Artificial Turf Field	250	60	*	•	-	-	-	35	•	30	*	-	125	
Sport Field Minor Upgrades & Safety Standards	130	130	*	-		-	-					-	•	-
Public Safety														
Fire & Rescue													0.500	
Maplewood Fire & Rescue Facility	3,500	*		-	-	•	•	•	•		-	•	3,500	•
Operations Facilities & Equipment														
Deep Cove Camera & Weather System	44	-						44			-	-	-	-

Social & Supportive Housing	Cost	Infrast. Reserve	Fleet & Equipment	Utilities	l,and		Transp. &	Community Health &	Climate and	Develop.	Community	Offsite/		
						Housing	Mobility	Health & Safety	Innovation	Cost Charges	Amenity Contrib.	Private	Borrowing	Grants
													A III	
Social Housing														
Capilano - Delbrook	1,434		•	*		1,434		-	-	*				
Lynn Creek - Oxford/Sanford	1,466	•				1,466	(8)	-	~	4.5	-	-	-	-
Lynn Valley - Kiwanis Seniors Living	784		12	*		784			*	:40		-		
Technology Fibre Optic Network														
Network Extensions (LG, Lower Lynn, Maplewood)	220 :		_	_			_	220						
Transportation	220							220						
Active Transportation														
Priority 1 Cycling Routes (Spirit Trail - Central)	4,675		-				100			1,500	952	-		2,123
Priority 2A Cycling Routes (Lynn Valley Road)	1,250		_	_			1,250	_		.,000				2,.20
Fleet Additions - Bike/Pathway Sweeper	250		-	_	_		250					-	_	-
Minor Projects Outside Centres (MPOC)	1,800					_	1,800					-		
Roads & Bridges	1,000						1,000							
Ross Road Bridge & Infrastructure	4,934	2,675					1,745			445		_	4	69
Transit	4,704	2,010					1,740			440				•
Transit Exchange/MOTI Municipal Infrastructure	160						160							
Utilities	100						100							
Storm Water Utility														
Culvert Replacements	3,000	78		2,181	14.7					356		3	-	385
Utility Mains	5,000	70	-	2,101	150	-	-		-	050	_			000
Ross Road Bridge Utility Infrastructure	3,716			3,275	12	_				441	2			
Sewer Main Upgrades Town Centers	1,400			14	955	-	-	-		1,386				_
Storm Main Upgrades Town Centers	660			7						653				
New Capital and Initiatives Total	39,346	6,818	221	7.326		3.684	5.305	958		5,435	1,547	385	3.625	4,044

		EX	ISTING CAPIT	AL	LAND AND	HOUSING		NEW CAPITA	l.	T.	DEVELOPMEN	Т	OTH	ERS
Program	Cost	Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation	Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants
EXISTING CAPITAL														
Civic Facilities & Equipment														
General Provision - All Facilities														
Facility Maintenance Block Funding	1,206	1,206	3.5		*	*	-	-	*	-			*	-
Operations Facilities & Equipment														
DNV Municipal Hall	1,801	1,801				-		-	-	-	2	-		
Facility Maintenance Block Funding	197	197		-		-		-			-			-
Fleet Services	2,292		2,292		-	-								•
Garbage Compacting Containers	50			50	-			-	-	-				-
Operations Centre	1,672	1,672		-	•		-	-	-			100		•
Overhead	542	542	-		25	140	-		-		*	-		
Supplies & Risk Management	10	10	-					-			**			
Community Facilities, Arts & Culture														
Community Facilities														
Deep Cove Cultural Centre	49	49		-										
Lynnmour Jaycee House	30	30				2	-	-						
Mollie Nye House	30	30		2	2			-	-	-	-	100		
Museum Equipment	25	25							-		-		_	
Recreation Equipment	145	145											-	
Recreation Facilities	1,647	1,647											7	
Recreation Technology	60	60			-							-		
Library, Archives & Exhibits	00	00	-				-	-		*		-	•	
Library Collection	/02	602												
Library Facilities & Equipment	602	194	•	•			•	-	*	-	•	-	-	
	194		-	-			-	-		-	-	•		
Library Technology	160	160		-		-	-	-	-	-				-
Museum Facilities	58	58	-			-	~		-	-		•		
Public Art & Heritage														
Public Art	50	50		*			-			•				
Lands & Real Estate Other Lands														
Commercial Buildings Provision	30	30			*		*			-				
Lynn Valley Village	450	450		-	-					-		-		

		EX	STING CAPIT	AL.	LAND AND	HOUSING		NEW CAPITA	IL.	C	DEVELOPMEN	T	OTI	IERS
Program	Cost	Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility	Community Health & Safety	Climate and Innovation	Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants
Parks & Open Spaces									l-					
Community Parks														
Deep Cove Canoe & Kayak Centre	114	114	•							-		•	•	
Lynn Canyon Park	250	250		-		-	-	-	:=		-	-	) #:	
Maplewood Farm	160	160			(W)	-					•			
Overhead	162	162								· -		-		
Public Golf	843	843								-		-		
Road Network - Other	19	19		*	-		-					*	2	
Urban Parkland	940	940		1.00	-					-				
Natural Parkland & Alpine Trails														
Natural Parkland	828	828	-	_	-		-			-				
Overhead	19	19			-							-		
Sport Fields														
Overhead	106	106					-							
Sport Fields	832	832		9.60				1						
ublic Safety		002												
Fire & Rescue														
Fire Facilities & Equipment	1,572	1,147	425			_	_	27				_	_	
Police Services	1,512	1,147	423		-	-	-		-	-	-	•	•	
Police Facilities & Equipment	228	228												
echnology	220	220	130	( *)	•	•	•	•	-	•	•	-		
Applications & Hardware														
Applications & Hardware Application Enhancements	750	750												
	750	750			-	-		•	•		*			
Business Systems Specialists	300	300			-	-	-	-	•	-	*		-	
Corporate Hardware Refresh	390 -	390	-		-	-		*	-	-			-	
Digital Transformation	750 ·	750	•	•	-	*	*		•	-	*	*	•	
ransportation														
Active Transportation	1722													
Sidewalk	450	450			-	•	-	-	-	-	-	•	•	
Roads & Bridges														
Overhead	443	443	146		=1	•	*					-	-	
Road Network - Other	365	365		-		-		-	-			•	*	
Road Network - Paving	3,588	3,258			-	*				-		•	-	
Road/Utility Development Opportunities	300 :	150		-	Ä.,	¥.	-	-	-	*		150	•	
Street Lighting	190	190			¥1	-	-	-	•			-	-	
Traffic Operations	350	350				-	-					-		

		EX	ISTING CAPIT	AL.	LAND AND	HOUSING		NEW CAPITAL		1	DEVELOPMEN	T	OTH	ERS
Program	Cost	Infrast. Reserve	Fleet & Equipment	Utilities	Land	Housing	Transp. & Mobility		Climate and Innovation	Develop. Cost Charges	Community Amenity Contrib.	Offsite/ Private	Borrowing	Grants
Utilities			,											
Storm Water Utility	704			100										
Overhead	781	-	•	688			•		•	93		•		
Special Watercourses	2,085	-		1,849		•		•	-	236		-		
Storm Main	1,050		-	925	*	•		•		125		-	*	*
Utility Mains														
Equipment	120		-	120	-	•		•	*			•		
Overhead	912		-	803		-			-	108				
Sewer Main	470	*		414						56		•	7.6	
Lift Stations	315	-	-	278		•	•	*	*	37		-	•	-
PRV Stations	300	•	-	264	•			*	*	36		•	•	
Pump Stations	890	-	-	784		<u>:</u>			*	106		-		
Water Reservoirs	300			264		•	*			36				-
Water Main	6,312	-	-	5,562						750		*	-	
Existing Capital Total	38,784	22,002	2,717	12,003						1,582		150	•	33
2020 Capital Budget	78,130	28,920	2,938	19,329		3,684	5,305	958	THE W	7,016	1,547	535	3,625	4,37
2020 Projected Opening Reserve Balances	139,980	34,150	3,890	37,590	4,460	5,700	7,240	5,540	200	24,650	16,560			
Add: Contributions and Interest Less: Appropriations	62,362	20,885		18,041	2,308	510	1,906		326	4,743				
Capital	69,596	28,820	2,938	19,329	2	3,684	5,305	958		7,016	1,547			
Debt Repayment/Stabilization	1,092	990		102		-	-		-		-			
2020 Projected Closing Reserve Balances	131,654	25,225		36,200	6,768	2,526	3,841	4,945	526	22,377	26,178			

Note: Contributions and interest of \$62.4 million above does not include contribution to the Tax Growth Reserve Fund of \$2.8 million.