AGENDA

SPECIAL MEETING OF COUNCIL

Monday, April 20, 2020
7:00 p.m.
To be held virtually but audio streamed at
http://app.dnv.org/councillive/

Council Members:
Mayor Mike Little
Councillor Jordan Back
Councillor Mathew Bond
Councillor Megan Curren
Councillor Betty Forbes
Councillor Jim Hanson
Councillor Lisa Muri

www.dnv.org
SPECIAL MEETING OF COUNCIL

7:00 p.m.
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AGENDA

1. CALL TO ORDER

2. ROLLCALL OF THOSE PARTICIPATING

3. BUSINESS

3.1 Bylaw 8418: Reserve Funds Bylaw p. 7-39

Report: Municipal Clerk, March 10, 2020
Attachment 1: Bylaw 8418
Attachment 2: Staff Report Dated February 25, 2020

Recommendation:
THAT "Reserve Funds Bylaw 8418, 2020" is ADOPTED.

Rollcall vote.

3.2 Bylaw 8435: 2020-2024 Financial Plan Approval Bylaw p. 41-64

Report: Municipal Clerk, March 10, 2020
Attachment 1: Bylaw 8435
Attachment 2: Staff Report Dated March 4, 2020

Recommendation:
THAT "2020-2024 Financial Plan Approval Bylaw 8435, 2020" is ADOPTED.

Rollcall vote.

3.3 Bylaws 8430, 8431, 8432, 8433 and 8434: Bylaws and Bylaw Amendments to Support Ride-Hailing p. 65-139

Report: Municipal Clerk, March 10, 2020
Attachment 1: Bylaw 8430
Attachment 2: Bylaw 8431
Attachment 3: Bylaw 8432
Attachment 4: Bylaw 8433
Attachment 5: Bylaw 8434
Attachment 6: Public Meeting Report – March 9, 2020
Recommendation:
THAT “Inter-municipal Transportation Network Services Business Licence Agreement Bylaw 8430, 2020” is ADOPTED;

AND THAT “Inter-Municipal Transportation Network Services Business Licence Bylaw 8434, 2020” is ADOPTED;

AND THAT “District of North Vancouver Street and Traffic Bylaw 7125, 2004 Amendment Bylaw 8431, 2020 (Amendment 20)” is ADOPTED;

AND THAT “Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8432, 2020 (Amendment 64)” is ADOPTED;

AND THAT “Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8433, 2020 (Amendment 51)” is ADOPTED.

Rollcall vote.

3.4 Bylaw 8376: Emery Court Street Naming  p. 141-158

Report: Municipal Clerk, March 2, 2020
Attachment 1: Bylaw 8376
Attachment 2: Staff Report Dated February 10, 2020

Recommendation:
THAT “Emery Court, Street Naming Bylaw 8376, 2020” is ADOPTED.

Rollcall vote.

3.5 Waiving Interest on Overdue (non-tax) Accounts Receivable  p. 159-161

Report: Manager – Revenue & Taxation, April 9, 2020
Attachment 1: Bylaw 8438

Recommendation:
THAT “Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8438, 2020 (Amendment 65)” is given FIRST, SECOND and THIRD Readings;

AND THAT “Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8438, 2020 (Amendment 65)” is ADOPTED.

Rollcall vote.

4. ADJOURNMENT

Recommendation:
That the April 20, 2020 Special Meeting of Council for the District of North Vancouver is adjourned.
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The District of North Vancouver
REPORT TO COUNCIL

March 10, 2020
File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8418: Reserve Funds Bylaw

RECOMMENDATION:
THAT "Reserve Funds Bylaw 8418, 2019" is ADOPTED.

BACKGROUND:
Bylaw 8418 received First, Second and Third Readings on March 9, 2020.

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

OPTIONS:
1. Adopt the bylaw;
2. Give no further Readings to the bylaw and abandon the bylaw at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,

James Gordon
Municipal Clerk

Attachments:
• Bylaw 8418
• Staff report dated February 25, 2020
### REVIEWED WITH:

<table>
<thead>
<tr>
<th>Community Planning</th>
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**External Agencies:**
- Library Board
- NS Health
- RCMP
- NVRC
- Museum & Arch.
- Other:
The Corporation of the District of North Vancouver

Bylaw 8418

A bylaw to establish reserve funds for specific purposes

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

Citation

1. This bylaw may be cited as “Reserve Funds Bylaw 8418, 2020”.

Establishment of Reserve Funds

2. Reserve funds are established as named and for the purposes listed in Schedule A as attached to this bylaw. This bylaw will be reviewed on an annual basis to ensure the reserve funds remain aligned with community priorities and projected fund balances support the Long-term Financial Plan.

Definitions

3. In this bylaw:

“Capital” means new capital, capital upgrades, capital maintenance and renewal capital;

“New Capital” means the acquisition of additional assets, or capacity increase of existing assets by purchasing, construction or contribution. New capital is typically supported when projected demand exceeds current capacity or a new service is being introduced. Normally it will result in additional operating and maintenance costs;

“Capital Upgrades” means projects that improve the service potential of an existing asset. Upgrades bring an asset to its target functional condition and include works performed to meet new regulations and climate adaptation measures;

“Capital Maintenance” means works to upkeep existing assets to fully realize the original anticipated service potential. Capital maintenance does not extend asset life, nor does it add to the asset’s value. However, a lack of maintenance may reduce the asset’s life and value;

“Renewal Capital” means projects that return the service capability of an existing asset to its original level. Replacements of existing assets limited to ‘like for like’ or to modern equivalents are generally considered renewal;

“Climate Adaptation” means initiatives or actions in response to actual or projected
changes in climate that reduce the effects of climate change on built, natural, and social systems and take advantage of potential opportunities. Examples include: modifying building codes to account for future climatic conditions, constructing new buildings at higher levels to prevent damage from flooding events, building dykes and berms to account for rising sea, creek and river levels, increasing the resiliency of municipal infrastructure to handle severe storms, providing heat refuges during heat waves, and planting drought- and flood-tolerant tree species;

“Climate Mitigation” means reducing greenhouse gas emissions using policy, regulatory, and project-based measures. Also refers to measures that enable natural systems to naturally sequester greenhouse gases (e.g., preventing forested areas from being developed into urban cities). These actions prevent future climate change from happening so that fewer adaptation measures are needed by local municipalities. Examples include: renewable energy programs, energy efficiency frameworks, and land-use policies;

“District” means the District of North Vancouver;

“Innovation Projects” means projects that use new methods, ideas or ways of doing something to create something of value for the community. Projects may include introducing something new, making operations more safe and reliable, or building on past project successes. Projects generating a positive return on investment will be used to secure funding for further project development;

“Social Housing” means housing that a government or non-profit housing partner owns and operates including Supportive Housing, Low Income Households and Low-to-Moderate Income Households. Additional Social Housing eligibility criteria may include different classes of persons with special needs such as seniors, families, youth, students, and people with accessibility challenges, or others needing shelter subsidies.

**Transfers**

4. The sum of $3,850,000 from the Local Improvement Fund be transferred to the Transportation and Mobility reserve fund in this bylaw.

5. The sum of $200,000 from the New Capital and Innovation Fund, and all money returned or accrued to this fund, be transferred to the Transportation and Mobility reserve fund in this bylaw.

6. The sum of $3,590,000 from the Recreation reserve, and all money returned or accrued to this fund, be transferred to the Community Health and Safety reserve fund in this bylaw.

7. The sum of $1,950,000 from the Protective Services reserve, and all money returned or accrued to this fund, be transferred to the Community Health and Safety reserve fund in this bylaw.
fund in this bylaw.

Severability

8. If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

READ a first time March 9th, 2020

READ a second time March 9th, 2020

READ a third time March 9th, 2020

ADOPTED

__________________________  ____________________________
Mayor                                    Municipal Clerk

Certified a true copy

__________________________
Municipal Clerk
## Schedule A to Bylaw 8418

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<td>Utilities - Solid Waste</td>
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The District of North Vancouver
REPORT TO COUNCIL

February 25, 2020
File: 05.1925/Reserves General
Tracking Number: RCA -

AUTHOR: Rick Danyluk, Manager Business Planning and Decision Support

SUBJECT: Reserve Funds Bylaw

RECOMMENDATION:
THAT Bylaw 8418 cited as the “Reserve Funds Bylaw 8418, 2020” is given FIRST, SECOND, and THIRD reading.

REASON FOR REPORT:
To adopt the proposed Reserve Funds Bylaw in advance of the 2020-2024 Financial Plan.

SUMMARY:
Staff proposed a new Reserve Funds Bylaw on February 24 to harmonize and provide a clear purpose for the reserve funds, align the reserve funds with priorities and long term plans, and establish a regular review process to ensure they remain aligned and can be used to support the long-term financial plan.

Rick Danyluk, Manager Business Planning and Decision Support

Attachments: February 24 staff report and presentation, Reserve Funds Bylaw 8418, 2020

REVIEWED WITH: Sustainable Community Development
                   Development Services
                   Utilities
                   Engineering Operations
                   Parks & Environment
                   Economic Development

REVIEWED WITH: Clerk’s Office
                   Corporate Services
                   Communications
                   Finance
                   Fire Services
                   Human resources
                   ITS
                   Solicitor
                   GIS

REVIEWED WITH: External Agencies:
                   Library Board
                   NS Health
                   RCMP
                   Recreation Commission
                   Other:

REVIEWED WITH: Advisory Committees:

The Corporation of the District of North Vancouver

Bylaw 8418

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READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk
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<td>Housing</td>
<td>To accumulate funding for the District’s share of social housing projects. Other reserve funds in this bylaw may also be used to support housing projects, including Land, Land Income and Community Amenity Contributions.</td>
</tr>
</tbody>
</table>
The District of North Vancouver
INFORMATION REPORT TO COUNCIL

February 12, 2020
File:
Tracking Number: RCA -

AUTHOR: Rick Danyluk, Manager Business Planning and Decision Support

SUBJECT: Reserve Funds Bylaw 8418

RECOMMENDATION:
That this report be received for information.

REASON FOR REPORT:
To seek feedback and direction on Reserve Funds Bylaw 8418 so it can be brought back for adoption along with the 2020 – 2024 Financial Plan Bylaw in March.

SUMMARY:
Since adoption of the Official Community Plan (OCP) the District has been following a number of best practices in financial planning which are embedded in the OCP, financial plans and Asset Management Strategy. The new reserve bylaw supports these best practices and provides one of the foundations for sustainable financial planning.

Staff reviewed existing reserve funds and identified an opportunity to consolidate and realign them into a single bylaw to realize the following benefits:

1. Harmonize and provide a clear understanding of the purpose of the reserves
2. Re-align reserve funds to support Council directions and long term plans
3. Establish a regular review of reserves through the financial planning process to confirm appropriate contributions and minimum and optimum reserve fund levels

BACKGROUND:
Reserve funds have not been reviewed since before the adoption of the OCP. Staff initiated a review in 2018. A first draft of an updated reserve funds bylaw was presented at a Council workshop last November. Under this bylaw all capital, growth, land and housing reserves become statutory reserves. Operating and risk management reserves must be more thoroughly reviewed before these funds are considered for inclusion in the bylaw.
EXISTING POLICY:
The District has a number of reserve funds which are now proposed to be repealed, terminated, and or established in the new reserve funds bylaw. Changes impacting existing bylaws are noted below. A supporting reserve policy will be created and reviewed with the Finance and Audit Committee in the spring of 2020. The reserve bylaw defines the purpose of the reserves and the policy will add additional information including funding sources and a rationale for minimum and optimal reserve levels.

<table>
<thead>
<tr>
<th>Existing bylaws / funds</th>
<th>Changes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land Opportunity Fund Bylaw 7706</td>
<td>This bylaw will be repealed and replaced by the new “Land Sale and Acquisition” reserve fund which will be established under the proposed new Reserve Funds Bylaw.</td>
</tr>
<tr>
<td>Infrastructure Replacement Reserve Fund Bylaw 7707</td>
<td>This bylaw will be repealed and replaced by the new “Infrastructure” reserve fund which will be established under the proposed new Reserve Funds Bylaw.</td>
</tr>
<tr>
<td>New Capital and Innovation Reserve Fund Bylaw 7706</td>
<td>This bylaw will be repealed and replaced by three new reserve funds: Transportation and Mobility, Community Health and Safety, and Climate and Innovation each of which will be established under the proposed new Reserve Funds Bylaw. All of the funds currently in the New Capital and Innovation Reserve will be transferred to the Transportation and Mobility reserve fund.</td>
</tr>
<tr>
<td>Trails and Traffic Management Reserve Bylaw 7780</td>
<td>The reserve will be terminated at the end of 2020 following the allocation of remaining funds in the financial plan. The financial plan will reflect the transfer / allocation of the funds to the Transportation and Mobility reserve fund for presentation purposes.</td>
</tr>
<tr>
<td>Parkland Acquisition Reserve Bylaw 6157</td>
<td>This bylaw will be repealed and replaced by the new Parkland Acquisition reserve fund which will be established under the proposed new Reserve Funds Bylaw.</td>
</tr>
<tr>
<td>Public Art Program Reserve Bylaw 7156</td>
<td>This bylaw will be repealed and replaced by the new Community Amenity Contribution (CAC's) reserve fund which will be established under the proposed new Reserve Funds Bylaw.</td>
</tr>
<tr>
<td>Development Cost Charges (DCC's)</td>
<td>The proposed new Reserve Funds Bylaw establishes reserve funds for each category of DCCs, including reserves for road DCCs, sanitary sewer DCCs, water DCCs, drainage DCCs, parks DCCs and other development charges.</td>
</tr>
<tr>
<td>Local Improvement Reserve Bylaw 1606</td>
<td>This bylaw will be repealed and replaced by the new Local Improvement reserve fund which will be...</td>
</tr>
</tbody>
</table>
established under the proposed new Reserve Funds Bylaw. The total amount in the fund is no longer required and will be reduced to $250k from $4.1 million. The balance of the funds will be transferred to the Transportation and Mobility reserve fund.

Recreation and Protective Services Reserves (established through the financial plan) These reserves accumulated surplus from Recreation and Protective Services operations. The reserves will be terminated and remaining funds ($5.5 million) will be transferred to the Community Health and Safety reserve fund which will be established under the proposed new Reserve Funds Bylaw.

ANALYSIS:
In preparing this report, staff reviewed Government Finance Officer Association (GFOA) best practices, local municipal practices and the District’s existing reserve funds and bylaws. The review identified an opportunity to consolidate and restructure the reserves into a single bylaw to realize the following benefits:

• Provide a clear understanding of the purpose of the reserves in a single bylaw
• Harmonize the reserve funds
• Re-align reserve funds to support Council directions and long term plans
• Establish a regular review of reserves to confirm appropriate contributions, and minimum and optimum reserve levels

Reserves are like savings accounts, used to accumulate funds from current revenues or other sources over time to fund future investments and to mitigate risks. Reserves are one of the foundations for sustainable financial planning and the District maintains four types:

• Operating reserves to mitigate risk and enable an appropriate response to adverse events
• Renewal capital reserves to enable the District to maintain existing assets in a state of good repair
• Land and housing reserves to preserve the value of the District’s lands and support investments in social and supportive housing
• New capital and growth management (development) reserves to support investments in transportation and mobility, community health and safety, climate mitigation and innovation and to fund financial impacts as the community grows.

The proposed bylaw includes a complete list of the District’s capital, growth, land and housing reserves. Opening balances are estimated and reflect Council priorities included in the 2020 to 2024 Draft Financial Plan and adhere to applicable legislation.

Reserve funds have trended upwards over the last few years. While estimated opening balances are $140.0 million in 2020 ($131.1 million 2019) this trend will change in the near term as capital plan appropriations exceed reserve fund contributions over the next five years.
years. Fund balances vary depending upon scope and timing of capital, development activity, risk assessments and adjustments made through the budget process. Prudence requires minimum levels be maintained to ensure the organization's capacity to react to unforeseen events and sustain levels of service to the community. Projected ending balances are likely understated as surplus from completed projects (~5% of capital plan appropriations) are not reflected.

Table A: Capital Reserve Fund Balances (000s)

<table>
<thead>
<tr>
<th>Available funds</th>
<th>Total</th>
<th>Existing Capital</th>
<th>Land and Housing</th>
<th>New Capital</th>
<th>Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening balances Jan 1, 2020</td>
<td>$139,980</td>
<td>$75,630</td>
<td>$10,160</td>
<td>$12,980</td>
<td>$41,210</td>
</tr>
<tr>
<td>Contributions to reserves</td>
<td>281,037</td>
<td>216,172</td>
<td>12,642</td>
<td>17,736</td>
<td>34,457</td>
</tr>
<tr>
<td></td>
<td>$420,017</td>
<td>$291,802</td>
<td>$22,802</td>
<td>$30,716</td>
<td>$75,667</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Use of funds</th>
<th>Total</th>
<th>Existing Capital</th>
<th>Land and Housing</th>
<th>New Capital</th>
<th>Development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital plan appropriations</td>
<td>$335,269</td>
<td>$241,939</td>
<td>$11,445</td>
<td>$26,536</td>
<td>$55,349</td>
</tr>
<tr>
<td>Debt repayments</td>
<td>8,285</td>
<td>8,285</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>$343,554</td>
<td>$250,224</td>
<td>$11,445</td>
<td>$26,536</td>
<td>$55,349</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Ending balances Dec 31, 2024</th>
<th>Total</th>
<th>Existing Capital</th>
<th>Land and Housing</th>
<th>New Capital</th>
<th>Development</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$77,433</td>
<td>$41,578</td>
<td>$11,357</td>
<td>$4,180</td>
<td>$20,318</td>
</tr>
</tbody>
</table>

Timing/Approval Process:
The Reserve Funds Bylaw is reflected in the 2020 to 2024 Draft Financial Plan and its adoption supports appropriations included in the financial plan. It's recommended that the new bylaw be adopted at the same time as the financial plan bylaw.

Concurrence:
This bylaw has been reviewed with the Engineering, Development and Legal Services. The draft bylaw was reviewed with Council at a public meeting last November.

Financial Impacts:
Establishing a single reserve bylaw clearly establishes the purpose of the District's reserve funds and establishes ongoing funding sources for priority investments. The bylaw provides a foundation for sustainable financial planning and a structure for adjustments as resources are aligned with the long term vision for the community.

Details of the District's reserves are shown in Table B (attached). Ongoing contributions to renewal capital reserves is $41 million in 2020 reaching $44 million by 2024 and for new capital is $2.4 million in 2020 reaching $4.6 million by 2024. Contributions to land and housing reserves vary based on land income and are $2.8 million in 2020 and end at $2.4 million in 2024. Council direction through financial plan amendments provide opportunity for further adjustments to these contributions.

Liability/Risk:
Clearly defining the purpose of reserve funds reduces financial risk, supports transparency in the District's finances and provides opportunities for more meaningful engagement with the community. The operating and risk management reserves included in the District's financial
statements are currently excluded from the reserves bylaw pending a more thorough review of the District's risk profile including both community and corporate risks.

Social Policy Implications:
The reserve bylaw establishes reserve funds supporting priority investments in child care and seniors care (CAC's and lands) and social and supportive housing (CAC's, housing, and lands), as well as ongoing funding sources for new investments in transportation and mobility and community health and safety.

Environmental Impact:
The reserve bylaw establishes a reserve fund for climate mitigation measures that promote greenhouse gas reduction, energy conservation, carbon neutrality and ecological improvements. Renewal capital reserves include climate adaptation measures for existing assets.

Public Input:
The draft reserve bylaw was presented to Council at a public workshop last November and has been discussed through financial plan workshops on the capital plan in December and January. Public input on the financial plan will be received up until February 24 and there will be future opportunities for input through financial plan amendments in the spring and fall.

Conclusion:
The proposed reserve bylaw defines the purpose of the reserve funds, re-aligns funds to support Council directions and long term plans, and establishes a regular review to confirm appropriate contributions and minimum and optimum reserve fund levels.

Options:
Option 1. Adopt Reserve Funds Bylaw 8418
Option 2. Do not adopt the new bylaw, restate the Financial Plan to reflect existing bylaws.

Rick Danyluk, Manager Business Planning and Decision Support

REVIEWED WITH:
☐ Sustainable Community Development
☐ Development Services
☐ Utilities
☐ Engineering Operations
☐ Parks & Environment
☐ Economic Development

REVIEWED WITH:
☐ Clerk's Office
☐ Corporate Services
☐ Communications
☐ Finance
☐ Fire Services
☐ Human resources
☐ ITS
☐ Solicitor
☐ GIS

REVIEWED WITH:
External Agencies:
☐ Library Board
☐ NS Health
☐ RCMP
☐ Recreation Commission
☐ Other:

REVIEWED WITH:
Advisory Committees:
☐

☐

☐

Document: 4232416
Table B – Capital Reserve Fund Balances Details (000s)

<table>
<thead>
<tr>
<th>Available Funds</th>
<th>Total</th>
<th>Existing Capital</th>
<th>Land and Housing</th>
<th>New Capital</th>
<th>Development</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Infrastructure</td>
<td>Fleet and Equipment</td>
<td>Utilities</td>
<td>Land</td>
</tr>
<tr>
<td>Ending balances December 31, 2019</td>
<td>134,240</td>
<td>34,150</td>
<td>3,890</td>
<td>37,590</td>
<td>4,460</td>
</tr>
<tr>
<td>Transfers</td>
<td>5,740</td>
<td></td>
<td></td>
<td></td>
<td>4,050</td>
</tr>
<tr>
<td>Opening balances January 1, 2020</td>
<td>139,980</td>
<td>34,150</td>
<td>3,890</td>
<td>37,590</td>
<td>4,460</td>
</tr>
<tr>
<td>Contributions to reserve funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2020</td>
<td>62,188</td>
<td>20,885</td>
<td>2,115</td>
<td>18,041</td>
<td>2,301</td>
</tr>
<tr>
<td>2021</td>
<td>53,331</td>
<td>21,946</td>
<td>2,110</td>
<td>18,219</td>
<td>2,130</td>
</tr>
<tr>
<td>2022</td>
<td>55,379</td>
<td>23,058</td>
<td>2,145</td>
<td>19,014</td>
<td>1,879</td>
</tr>
<tr>
<td>2023</td>
<td>53,286</td>
<td>24,460</td>
<td>2,182</td>
<td>17,883</td>
<td>1,847</td>
</tr>
<tr>
<td>2024</td>
<td>58,622</td>
<td>25,899</td>
<td>2,211</td>
<td>16,015</td>
<td>1,830</td>
</tr>
<tr>
<td>Internal borrowing (1)</td>
<td>-</td>
<td>10,000</td>
<td>(2,000)</td>
<td>(8,000)</td>
<td></td>
</tr>
<tr>
<td>Use of funds</td>
<td>420,988</td>
<td>160,387</td>
<td>12,853</td>
<td>118,762</td>
<td>14,448</td>
</tr>
<tr>
<td>Capital plan appropriations</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2020</td>
<td>69,699</td>
<td>28,820</td>
<td>2,938</td>
<td>19,431</td>
<td>3,884</td>
</tr>
<tr>
<td>2021</td>
<td>85,357</td>
<td>36,754</td>
<td>2,430</td>
<td>16,405</td>
<td>3,300</td>
</tr>
<tr>
<td>2022</td>
<td>55,465</td>
<td>27,148</td>
<td>903</td>
<td>14,237</td>
<td>673</td>
</tr>
<tr>
<td>2023</td>
<td>69,182</td>
<td>34,636</td>
<td>2,548</td>
<td>16,278</td>
<td>674</td>
</tr>
<tr>
<td>2024</td>
<td>55,723</td>
<td>23,318</td>
<td>1,658</td>
<td>14,392</td>
<td>-</td>
</tr>
<tr>
<td>Debt repayments</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2020</td>
<td>990</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2021</td>
<td>990</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2022</td>
<td>990</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2023</td>
<td>2,352</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2024</td>
<td>2,806</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ending balances December 31, 2024</td>
<td>343,454</td>
<td>159,005</td>
<td>10,475</td>
<td>80,744</td>
<td>3,300</td>
</tr>
</tbody>
</table>

Notes:
1) If required. Ending balances do not reflect surplus typically returned from capital projects (-5%).

Document: 4232416
The Corporation of the District of North Vancouver

Bylaw 8418

A bylaw to establish reserve funds for specific purposes

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

Citation

1. This bylaw may be cited as "Reserve Funds Bylaw 8418, 2020".

Establishment of Reserve Funds

2. Reserve Funds are established as named and for the purposes listed in Schedule A as attached to this bylaw. This bylaw will be reviewed on an annual basis to ensure the reserve funds remain aligned with community priorities and projected fund balances support the Long-term Financial Plan.

Definitions

3. In this bylaw:

   "Capital" means new capital, capital upgrades, capital maintenance and renewal capital;

   "New Capital" means the acquisition of additional assets, or capacity increase of existing assets by purchasing, construction or contribution. New capital is typically supported when projected demand exceeds current capacity or a new service is being introduced. Normally it will result in additional operating and maintenance costs;

   "Capital Upgrades" means projects that improve the service potential of an existing asset. Upgrades bring an asset to its target functional condition and include works performed to meet new regulations and climate adaptation measures;

   "Capital Maintenance" means works to upkeep existing assets to fully realize the original anticipated service potential. Capital maintenance does not extend asset life, nor does it add to the asset’s value. However, a lack of maintenance may reduce the asset’s life and value;

   "Renewal Capital" means projects that return the service capability of an existing asset to its original level. Replacements of existing assets limited to ‘like for like’ or to modern equivalents are generally considered renewal;

   "Climate Adaptation" means initiatives or actions in response to actual or projected
changes in climate that reduce the effects of climate change on built, natural, and social systems and take advantage of potential opportunities. Examples include: modifying building codes to account for future climatic conditions, constructing new buildings at higher levels to prevent damage from flooding events, building dykes and berms to account for rising sea, creek and river levels, increasing the resiliency of municipal infrastructure to handle severe storms, providing heat refuges during heat waves, and planting drought- and flood-tolerant tree species;

"Climate Mitigation" means reducing greenhouse gas emissions using policy, regulatory, and project-based measures. Also refers to measures that enable natural systems to naturally sequester greenhouse gases (e.g., preventing forested areas from being developed into urban cities). These actions prevent future climate change from happening so that fewer adaptation measures are needed by local municipalities. Examples include: renewable energy programs, energy efficiency frameworks, and land-use policies;

"District" means the District of North Vancouver;

"Innovation Projects" means projects that use new methods, ideas or ways of doing something to create something of value for the community. Projects may include introducing something new, making operations more safe and reliable, or building on past project successes. Projects generating a positive return on investment will be used to secure funding for further project development;

"Social Housing" means housing that a government or non-profit housing partner owns and operates including Supportive Housing, Low Income Households and Low-to-Moderate Income Households. Additional Social Housing eligibility criteria may include different classes of persons with special needs such as seniors, families, youth, students, and people with accessibility challenges, or others needing shelter subsidies.

**Transfers**

4. The sum of $3,850,000 from the Local Improvement Fund be transferred to the Transportation and Mobility reserve fund in this bylaw.

5. The sum of $200,000 from the New Capital and Innovation Fund, and all money returned or accrued to this fund, be transferred to the Transportation and Mobility reserve fund in this bylaw.

6. The sum of $3,590,000 from the Recreation reserve, and all money returned or accrued to this fund, be transferred to the Community Health and Safety reserve fund in this bylaw.

7. The sum of $1,950,000 from the Protective Services reserve, and all money returned or accrued to this fund, be transferred to the Community Health and Safety reserve fund in this bylaw.
fund in this bylaw.

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 8418

<table>
<thead>
<tr>
<th>No.</th>
<th>Reserve Fund Name</th>
<th>Reserve Fund Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing Capital</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Infrastructure</td>
<td>To accumulate funding for capital renewal, upgrade, and maintenance projects including transportation, parks, buildings, library, and technology assets. This reserve will also be used to repay debt and the interest on such debt incurred in order to finance the replacement of major capital assets.</td>
</tr>
<tr>
<td>2</td>
<td>Utilities - Water</td>
<td>To accumulate funding for capital renewal, upgrade, and maintenance projects for existing water assets. This reserve will also be used to smooth ratepayer impacts from increases to regional (GVWD) water charges.</td>
</tr>
<tr>
<td>3</td>
<td>Utilities - Sewer</td>
<td>To accumulate funding for capital renewal, upgrade, and maintenance projects for existing sewer assets. This reserve will also be used to smooth ratepayer impacts from increases to regional (GVS&amp;DD) liquid waste charges.</td>
</tr>
<tr>
<td>4</td>
<td>Utilities - Drainage</td>
<td>To accumulate funding for capital renewal, upgrade, and maintenance projects for existing drainage assets.</td>
</tr>
<tr>
<td>5</td>
<td>Utilities - Solid Waste</td>
<td>To accumulate funding for capital renewal, upgrade, and maintenance projects for existing solid waste assets. This reserve will also be used to smooth ratepayer impacts from increases to regional solid waste charges.</td>
</tr>
<tr>
<td>6</td>
<td>Vehciles and Equipment</td>
<td>To accumulate funding for the replacement of existing vehicles and equipment included in the District’s fleet.</td>
</tr>
<tr>
<td></td>
<td>New Capital, Initiatives and Growth</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Transportation and Mobility</td>
<td>To accumulate funding for transportation and mobility capital projects.</td>
</tr>
<tr>
<td>7</td>
<td>Community Health and Safety</td>
<td>To accumulate funding for recreation, parks, culture, and safety capital projects and initiatives.</td>
</tr>
</tbody>
</table>
| 8   | Climate and Innovation     | To accumulate funding for climate mitigation initiatives that promote greenhouse gas reduction, energy conservation, }
<table>
<thead>
<tr>
<th>No.</th>
<th>Reserve Fund Name</th>
<th>Reserve Fund Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>carbon neutrality and ecological improvements. Innovation projects are also funded here.</td>
</tr>
<tr>
<td>9</td>
<td>Other New Capital</td>
<td>To accumulate funding in the future for other new capital</td>
</tr>
<tr>
<td>9</td>
<td>Development Cost Charges (DCC’s) - Roads</td>
<td>To accumulate development cost charges for road capital projects including pedestrian/bike corridor improvements, sidewalk, boulevard and street improvements, bike lanes, and intersection and traffic signal upgrades.</td>
</tr>
<tr>
<td>10</td>
<td>Development Cost Charges (DCC’s) — Sanitary Sewers</td>
<td>To accumulate development cost charges for sanitary sewer capital projects including upgrades to existing sewers in centres, sewage lift station and sanitary sewer upgrading programs located outside the centres.</td>
</tr>
<tr>
<td>11</td>
<td>Development Cost Charges (DCC’s) — Water</td>
<td>To accumulate development cost charges for water capital projects including water main upgrades, pressure regulating valve stations upgrades, water pumping stations upgrading and water reservoirs.</td>
</tr>
<tr>
<td>12</td>
<td>Development Cost Charges (DCC’s) — Drainage</td>
<td>To accumulate development cost charges for drainage capital projects including upsizing storm sewers and culverts, creek works, and flood and debris hazard mitigation.</td>
</tr>
<tr>
<td>13</td>
<td>Development Cost Charges (DCC’s) — Parks</td>
<td>To accumulate development cost charges for park capital projects including acquiring and developing parkland for parks, trails, linear parks and sports fields.</td>
</tr>
<tr>
<td>14</td>
<td>Other Development Charges</td>
<td>To accumulate other development charges, such as those arising under First Nation service agreements, for capital projects.</td>
</tr>
<tr>
<td>15</td>
<td>Community Amenity Contributions (CAC’s)</td>
<td>To accumulate community amenity contributions for amenity projects including community facilities, facility improvements, child care facilities, seniors care facilities, social housing, heritage conservation, public art, parkland or park improvements, pedestrian linkages, cycling linkages, other transportation amenities, streetscapes, public plaza or other public realm linkages, environmental or sustainability measures.</td>
</tr>
<tr>
<td>No.</td>
<td>Reserve Fund Name</td>
<td>Reserve Fund Purpose</td>
</tr>
<tr>
<td>-----</td>
<td>-------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>16</td>
<td>Local Improvement</td>
<td>To finance the residents share of Local Area Service Works.</td>
</tr>
<tr>
<td>17</td>
<td>Tax Growth</td>
<td>To accumulate growth in property tax revenue to smooth future impacts on services, including ongoing costs related to new assets and increased demand on services. Any projected surplus over a five-year period may be reallocated to new capital priorities.</td>
</tr>
<tr>
<td></td>
<td>Lands and Housing</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>Land Sale</td>
<td>To accumulate proceeds from the sale of land and improvements to acquire land and improvements or pay any debt remaining in relation to the sale of land and improvements.</td>
</tr>
<tr>
<td>19</td>
<td>Land Income</td>
<td>To accumulate income earned from real property for the purpose of planning, acquiring, and disposing of land and improvements as well as servicing and other activities which improve land value.</td>
</tr>
<tr>
<td>20</td>
<td>Parkland Acquisition</td>
<td>To accumulate proceeds received from the sale of parkland for the purpose of acquiring parkland.</td>
</tr>
<tr>
<td>21</td>
<td>Housing</td>
<td>To accumulate funding for the District's share of social housing projects. Other reserve funds in this bylaw may also be used to support housing projects, including Land Sale, Land Income and Community Amenity Contributions.</td>
</tr>
</tbody>
</table>
Reserve Funds
Workshop 2: Draft Bylaw

Council Direction:

Reserves and Utility Fees
Rick Danyliuk, Manager Business Planning & Decision Support
Council Workshop, November 18, 2019

Staff to draft final version of proposed reserve bylaw and bring back to Council for adoption
Benefits

- Harmonize and provide clear purpose
- Align with priority directions and plans
- Establish regular review process
Changes

• Remove operating and risk category
• Focus on purpose
• Separate funds
• Add definitions

Available funding

- Existing Capital
- Land, Housing and Development
- New reserve funds

- Open
- 2020
- 2021
- 2022
- 2023
- 2024

$292
$53
$76

- Millions
- Millions
- Millions
Available funding

$9.5 million in transfers

Available funding

$14.4

$8.4

$8.1

$2.8

Land
Housing
Transp & Mobility
Community Health & Safety
Climate & Innovation

Open
Transfers

2020
2021
2022
2023
2024
Five-year financial plan

- Transportation and mobility reserve, $19.6 million available
- Housing and land reserves, $22.8 million available
- Climate and innovation reserve, $2.8 million available
Next steps

- Housekeeping changes to bylaw and financial plan
- Three readings March 9, adoption March 23
- Supporting reserve policy to Finance and Audit Committee (April)
The District of North Vancouver
REPORT TO COUNCIL

March 10, 2020
File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8435: 2020-2024 Financial Plan Approval Bylaw

RECOMMENDATION:
THAT “2020–2024 Financial Plan Approval Bylaw 8435, 2020” is ADOPTED.

BACKGROUND:
Bylaw 8435 received First, Second and Third Readings on March 9, 2020.

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

OPTIONS:
1. Adopt the bylaw;
2. Give no further Readings to the bylaw and abandon the bylaw at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,

James Gordon
Municipal Clerk

Attachments:
- Bylaw 8435
- Staff report dated March 4, 2020
### REVIEWED WITH:

<table>
<thead>
<tr>
<th>Community Planning</th>
<th>Development Planning</th>
<th>Development Engineering</th>
<th>Utilities</th>
<th>Engineering Operations</th>
<th>Parks</th>
<th>Environment</th>
<th>Facilities</th>
<th>Human Resources</th>
<th>Review and Compliance</th>
<th>Clerk's Office</th>
<th>Communications</th>
<th>Finance</th>
<th>Fire Services</th>
<th>ITS</th>
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<th>GIS</th>
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<th>Planning</th>
<th>Library Board</th>
<th>NS Health</th>
<th>RCMP</th>
<th>NVRC</th>
<th>Museum &amp; Arch.</th>
<th>Other:</th>
</tr>
</thead>
</table>

### External Agencies:
- Library Board
- NS Health
- RCMP
- NVRC
- Museum & Arch.
- Other:
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 District of North Vancouver enacts as follows:

Citation

1. This bylaw may be cited as “2020-2024 Financial Plan Bylaw 8435, 2020”.

Approval of Financial Plan

2. The 2020-2024 Financial Plan, as set out in Schedule A, for the five years ending December 31, 2024 is approved.

Reserve Fund Appropriations

3. The 2020-2024 Financial Plan reserve fund appropriations, as set out in Schedule C, are approved.

READ a first time March 9th, 2020

READ a second time March 9th, 2020

READ a third time March 9th, 2020

ADOPTED

__________________________________________________________________________

Mayor                                                   Municipal Clerk

Certified a true copy

__________________________________________________________________________

Municipal Clerk
## Schedule A to Bylaw 8435
District of North Vancouver
2020-2024 Financial Plan
($000)

<table>
<thead>
<tr>
<th>Revenue</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
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<td>Taxation</td>
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<td>$825</td>
<td>$825</td>
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<td>Proceeds from Borrowing</td>
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<td>$237,456</td>
<td>$238,149</td>
<td>$242,750</td>
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<td>Appropriations from:</td>
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<td>Capital Committed Funds</td>
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<td>Operating Reserves</td>
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<td>$8,500</td>
<td>$6,750</td>
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<td>$86,349</td>
<td>$56,455</td>
<td>$71,533</td>
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<tr>
<td>Total Revenue</td>
<td>$314,561</td>
<td>$319,461</td>
<td>$361,247</td>
<td>$306,090</td>
<td>$327,232</td>
<td>$323,196</td>
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</table>

<table>
<thead>
<tr>
<th>Operating Expenditures</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
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<tr>
<td>Community Services</td>
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<td>Protective Services</td>
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<td>$44,684</td>
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<td>Transportation and Engineering</td>
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<td>$9,812</td>
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<td>Governance and Admin</td>
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<td>$17,351</td>
<td>$17,199</td>
<td>$17,079</td>
<td>$16,982</td>
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<td>Total Operating Expenditures</td>
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<table>
<thead>
<tr>
<th>Capital Expenditures</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
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<tbody>
<tr>
<td>Debt Service</td>
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<td>$78,130</td>
<td>$123,994</td>
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<td>Contributions to:</td>
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<td>Operating Reserves</td>
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<td>$116</td>
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<td>Capital Reserves</td>
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<td>$59,203</td>
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<tr>
<td>Total Capital Expenditures</td>
<td>$314,561</td>
<td>$319,461</td>
<td>$361,247</td>
<td>$306,090</td>
<td>$327,232</td>
<td>$323,196</td>
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</table>

<table>
<thead>
<tr>
<th>Use of Funds</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
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<tbody>
<tr>
<td>Revenue</td>
<td>$314,561</td>
<td>$319,461</td>
<td>$361,247</td>
<td>$306,090</td>
<td>$327,232</td>
<td>$323,196</td>
</tr>
</tbody>
</table>
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.

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 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)

<table>
<thead>
<tr>
<th>Program</th>
<th>Cost</th>
<th>EXISTING CAPITAL</th>
<th>LAND AND HOUSING</th>
<th>NEW CAPITAL</th>
<th>DEVELOPMENT</th>
<th>OTHERS</th>
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</thead>
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<tr>
<td><strong>NEW CAPITAL AND INITIATIVES</strong></td>
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<tr>
<td>Civic Facilities &amp; Equipment</td>
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<tr>
<td>Operations Facilities &amp; Equipment</td>
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<tr>
<td>Fleet &amp; Equipment Additions</td>
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<td>Operations Centre Study &amp; Minor Upgrades</td>
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<td>Climate Adaptation, Mitigation &amp; Natural Hazards Adaptation</td>
<td></td>
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<td>Community Facilities, Arts &amp; Culture</td>
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<tr>
<td>Community Facilities</td>
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<tr>
<td>Lions Gate Community Centre</td>
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<td>Community Places</td>
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<td>Lions Gate Plazas</td>
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<tr>
<td>Library, Archives &amp; Exhibits</td>
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<td>Capilano Library Removal &amp; Upgrade</td>
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<tr>
<td>District Level Parks</td>
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<td>Cates Park Facilities Expansion</td>
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<td>Sport Fields</td>
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<td>Inter River Artificial Turf Field</td>
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<td>Fire &amp; Rescue</td>
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<td>Maplewood Fire &amp; Rescue Facility</td>
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<td>Operations Facilities &amp; Equipment</td>
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</tbody>
</table>

Document: 4283224
### 2020 Capital Plan Reserve Fund Appropriations, cont. ($000)

<table>
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<th>Program</th>
<th>Cost</th>
<th>EXISTING CAPITAL</th>
<th>LAND AND HOUSING</th>
<th>NEW CAPITAL</th>
<th>DEVELOPMENT</th>
<th>OTHERS</th>
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</thead>
<tbody>
<tr>
<td>Social &amp; Supportive Housing</td>
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<tr>
<td>Social Housing</td>
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<tr>
<td>Capilano - Delbrook</td>
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<td>Lynn Creek - Oxford/Sanford</td>
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<td>Lynn Valley - Kiwania Seniors Living</td>
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<td>Technology</td>
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<td>Fibre Optic Network</td>
<td>220</td>
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<tr>
<td>Network Extensions (L.G, Lower Lynn, Maplewood)</td>
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<td>Transportation</td>
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<tr>
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Document: 4283224
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<td>Overhead</td>
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<td>Sewer Main</td>
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<td>Lift Stations</td>
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<td>Water Reservoirs</td>
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<tr>
<td>Existing Capital Total</td>
<td>38,784</td>
<td>22,002</td>
<td>2,717</td>
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<td>1,582</td>
<td>-</td>
<td>150</td>
<td>-</td>
<td>330</td>
</tr>
</tbody>
</table>

| 2020 Capital Budget          | 78.130| 28,820         | 2,918             | 19,129    | -    | 3,684   | 5,303             | 958                      | -                      | 7,016            | 1,547                     | 535             | 3,625     | 4,374 |

| 2020 Projected Opening Reserve Balances | 139,980| 34,150         | 2,990             | 37,590    | 4,460| 5,700   | 7,240             | 5,540                   | 200                     | 28,650           | 16,560                    |                |           |       |

**Add: Contributions and Interest**: 62,362 | 20,885 | 2,115 | 18,041 | 2,308 | 510 | 1,906 | 363 | 326 | 4,743 | 11,165 |

| Less: Appropriations Capital | 69,596 | 26,820 | 2,938 | 19,329 | -    | 3,684 | 5,305 | 958 | -   | 7,016 | 1,547 |

| 2020 Projected Closing Reserve Balances | 131,654| 25,225 | 3,068 | 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.
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
- $8.1 million 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
<table>
<thead>
<tr>
<th>REVIEWED WITH:</th>
<th>External Agencies:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Community Planning</td>
<td>☐ Library Board</td>
</tr>
<tr>
<td>☐ Development Planning</td>
<td>☐ NS Health</td>
</tr>
<tr>
<td>☐ Development Engineering</td>
<td>☐ RCMP</td>
</tr>
<tr>
<td>☐ Utilities</td>
<td>☐ NVRC</td>
</tr>
<tr>
<td>☐ Engineering Operations</td>
<td>☐ Museum &amp; Arch.</td>
</tr>
<tr>
<td>☐ Parks</td>
<td>☐ Other:</td>
</tr>
<tr>
<td>☐ Environment</td>
<td></td>
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<tr>
<td>☐ Facilities</td>
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</tr>
<tr>
<td>☐ Human Resources</td>
<td></td>
</tr>
<tr>
<td>☐ Review and Compliance</td>
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<td>☐ Clerk's Office</td>
<td></td>
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<td>☐ Communications</td>
<td></td>
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<tr>
<td>☐ Finance</td>
<td></td>
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<tr>
<td>☐ Fire Services</td>
<td></td>
</tr>
<tr>
<td>☐ ITS</td>
<td></td>
</tr>
<tr>
<td>☐ Solicitor</td>
<td></td>
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<tr>
<td>☐ GIS</td>
<td></td>
</tr>
<tr>
<td>☐ Real Estate</td>
<td></td>
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<tr>
<td>☐ Bylaw Services</td>
<td></td>
</tr>
<tr>
<td>☐ Planning</td>
<td></td>
</tr>
</tbody>
</table>
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 District of North Vancouver enacts as follows:

Citation

1. This bylaw may be cited as "2020-2024 Financial Plan Bylaw 8435, 2020".

Approval of Financial Plan

2. The 2020-2024 Financial Plan, as set out in Schedule A, for the five years ending December 31, 2024 is approved.

Reserve Fund Appropriations

3. The 2020-2024 Financial Plan reserve fund appropriations, as set out in Schedule C, are approved.

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)

<table>
<thead>
<tr>
<th>Revenue</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxation</td>
<td>$112,144</td>
<td>$112,887</td>
<td>$117,189</td>
<td>$121,849</td>
<td>$126,469</td>
<td>$130,416</td>
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<tr>
<td>Sales, Fees, and Other User Charges</td>
<td>97,692</td>
<td>98,299</td>
<td>104,368</td>
<td>108,063</td>
<td>116,008</td>
<td>117,770</td>
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<td>Developer Contributions</td>
<td>18,867</td>
<td>14,932</td>
<td>4,212</td>
<td>4,167</td>
<td>1,414</td>
<td>5,012</td>
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<tr>
<td>Grants and Other Contributions</td>
<td>5,958</td>
<td>5,550</td>
<td>6,379</td>
<td>2,960</td>
<td>2,476</td>
<td>2,118</td>
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<td>Investment Income</td>
<td>4,928</td>
<td>4,963</td>
<td>5,176</td>
<td>4,886</td>
<td>4,872</td>
<td>4,892</td>
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<tr>
<td>Penalties &amp; Interest on Taxes</td>
<td>975</td>
<td>825</td>
<td>825</td>
<td>825</td>
<td>825</td>
<td>825</td>
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<tr>
<td>Proceeds from Borrowing</td>
<td>$240,564</td>
<td>$237,456</td>
<td>$236,149</td>
<td>$242,750</td>
<td>$252,664</td>
<td>$261,033</td>
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</table>

### Appropriations from:

<table>
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<tr>
<th>Source of Funds</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Committed Funds</td>
<td>50</td>
<td>-</td>
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<td>-</td>
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<tr>
<td>Operating Reserves</td>
<td>10,413</td>
<td>7,692</td>
<td>8,500</td>
<td>6,750</td>
<td>3,435</td>
<td>3,435</td>
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<tr>
<td>Capital Reserves</td>
<td>63,534</td>
<td>70,688</td>
<td>86,349</td>
<td>56,455</td>
<td>71,533</td>
<td>58,528</td>
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<tr>
<td>Total</td>
<td>73,997</td>
<td>78,380</td>
<td>94,849</td>
<td>63,205</td>
<td>75,168</td>
<td>62,163</td>
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</table>

<table>
<thead>
<tr>
<th>Operating Expenditures</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
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</thead>
<tbody>
<tr>
<td>Community Services</td>
<td>$39,573</td>
<td>$40,801</td>
<td>$42,449</td>
<td>$43,265</td>
<td>$44,085</td>
<td>$44,933</td>
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<tr>
<td>Planning and Development</td>
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<td>13,085</td>
<td>13,229</td>
<td>12,006</td>
<td>10,540</td>
<td>11,851</td>
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<td>Protective Services</td>
<td>43,378</td>
<td>43,939</td>
<td>44,684</td>
<td>45,474</td>
<td>46,365</td>
<td>47,374</td>
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<tr>
<td>Transportation and Engineering</td>
<td>9,448</td>
<td>9,801</td>
<td>9,702</td>
<td>9,812</td>
<td>9,730</td>
<td>9,929</td>
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<tr>
<td>Utilities</td>
<td>46,485</td>
<td>48,427</td>
<td>50,871</td>
<td>55,580</td>
<td>60,436</td>
<td>66,035</td>
</tr>
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<td>Governance and Admin</td>
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<td>17,226</td>
<td>17,351</td>
<td>17,199</td>
<td>17,099</td>
<td>16,982</td>
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<tr>
<td>Total</td>
<td>168,604</td>
<td>173,279</td>
<td>178,286</td>
<td>183,336</td>
<td>188,223</td>
<td>192,141</td>
</tr>
</tbody>
</table>

### Capital Expenditures:

| Debt Service | 2,762 | 2,762 | 2,762 | 2,942 | 4,363 | 4,817 |
| Capital Reserves | 66,625 | 65,176 | 56,089 | 59,203 | 58,014 | 61,799 |
| Total | 70,387 | 67,938 | 56,089 | 59,203 | 58,014 | 61,799 |

### Use of Funds:

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
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</thead>
<tbody>
<tr>
<td>Total</td>
<td>$314,561</td>
<td>$319,461</td>
<td>$361,247</td>
<td>$306,090</td>
<td>$327,232</td>
<td>$323,196</td>
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</table>
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.

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 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)

<table>
<thead>
<tr>
<th>Program</th>
<th>Cost</th>
<th>EXISTING CAPITAL</th>
<th>LAND AND HOUSING</th>
<th>NEW CAPITAL</th>
<th>DEVELOPMENT</th>
<th>OTHERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civic Facilities &amp; Equipment</td>
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<td>-</td>
<td>221</td>
<td>-</td>
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<td>-</td>
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<tr>
<td>Operations Centre Study &amp; Minor Upgrades</td>
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<td>550</td>
<td>529</td>
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<td>-</td>
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<tr>
<td>Climate Adaptation, Mitigation &amp; Natural Hazards</td>
<td>600</td>
<td>-</td>
<td>529</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Adaptation</td>
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<td>Maplewood Flood Protection</td>
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<td>1,322</td>
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<td>Community Facilities, Arts &amp; Culture</td>
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<td>Lions Gate Community Centre</td>
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<tr>
<td>Old Delbrook Community Centre Decommission</td>
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<tr>
<td>Library, Archives &amp; Exhibits</td>
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<td>Capilano Library Renewal &amp; Upgrades</td>
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<td>Public Art &amp; Heritage</td>
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<td>Lynn Valley Public Art</td>
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<tr>
<td>Parks &amp; Open Spaces</td>
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<tr>
<td>District Level Parks</td>
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<td>1,119</td>
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<tr>
<td>Capilano Park Facilities Expansion</td>
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<td>Lynn Canyon Park Central Area Upgrades</td>
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<tr>
<td>Delbrook Neighborhood Park</td>
<td>250</td>
<td>100</td>
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<tr>
<td>Lynn Creek Bridge and Park Multi Use Playground</td>
<td>1,500</td>
<td>1,420</td>
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<tr>
<td>Sport Fields</td>
<td>350</td>
<td>60</td>
<td>-</td>
<td>-</td>
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</tr>
<tr>
<td>Sport Field Minor Upgrades &amp; Safety Standards</td>
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<td>130</td>
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<tr>
<td><strong>Public Safety</strong></td>
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**Total Appropriations**: 8435

*Document: 4283224*
### 2020 Capital Plan Reserve Fund Appropriations, cont. ($000)

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### 2020 Capital Plan Reserve Fund Appropriations, cont. ($000)

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<td>190</td>
<td>190</td>
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<tr>
<td>Traffic Operations</td>
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</table>
## 2020 Capital Plan Reserve Fund Appropriations, cont. ($000)

<table>
<thead>
<tr>
<th>Program</th>
<th>Cost (000)</th>
<th>EXISTING CAPITAL</th>
<th>LAND AND HOUSING</th>
<th>NEW CAPITAL</th>
<th>DEVELOPMENT</th>
<th>OTHERS</th>
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<td><strong>Utilities</strong></td>
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<td>Storm Water Utility</td>
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<tr>
<td>Overhead</td>
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<td>Lift Stations</td>
<td>313</td>
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<td>PRV Stations</td>
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<td>734</td>
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<td>300</td>
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<td>5,562</td>
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<td><strong>Existing Capital Total</strong></td>
<td>38,298</td>
<td>23,092</td>
<td>2,717</td>
<td>12,095</td>
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</tbody>
</table>

| 2020 Capital Budget      | 78,120     | 28,020           | 2,138            | 19,327      | 3,684       | 5,305  |
| 2020 Projected Opening Reserve Balances | 139,963 | 34,160 | 3,090 | 37,590 | 4,660 | 5,700 | 7,260 | 5,540 | 300 | 20,650 | 16,560 |
| Add: Contributions and Interest | 62,362 | 20,815 | 2,115 | 18,041 | 2,201 | 510 | 1,706 | 363 | 326 | 4,743 | 11,165 |
| Less: Appropriations      |            |                  |                  |             |             |        |
| Capital                   | 69,596     | 28,820           | 2,938            | 19,239      | 3,684       | 5,305  |
| Debt Repayment/Stabilization | 1,072 | 790     | 102       |              |             |        |
| 2020 Projected Closing Reserve Balances | 131,654 | 25,225 | 3,068 | 36,280 | 6,768 | 2,528 | 3,841 | 4,945 | 536 | 22,277 | 26,378 |

Note: Contributions and interest of 952.4 million above does not include contribution to the Tax Growth Reserve Fund of $2.8 million.
The District of North Vancouver  
REPORT TO COUNCIL

March 10, 2020  
File: 09.3900.20/000.000  

AUTHOR: James Gordon, Municipal Clerk  

SUBJECT: Bylaws 8430, 8431, 8432, 8433 and 8434: Bylaws and Bylaw Amendments to Support Ride-Hailing  

RECOMMENDATION:  
THAT "Inter-municipal Transportation Network Services Business Licence Agreement Bylaw 8430, 2020" is ADOPTED;  

AND THAT "Inter-Municipal Transportation Network Services Business Licence Bylaw 8434, 2020" is ADOPTED;  

AND THAT "District of North Vancouver Street and Traffic Bylaw 7125, 2004 Amendment Bylaw 8431, 2020 (Amendment 20)" is ADOPTED;  

AND THAT "Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8432, 2020 (Amendment 64)" is ADOPTED;  

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8433, 2020 (Amendment 51)" is ADOPTED.  

BACKGROUND:  
Bylaws 8430, 8431, 8432, 8433 and 8434 received First, Second and Third Readings on March 2, 2020. Public input on Bylaw 8434 was received on March 9, 2020 in accordance with Section 59 of the Community Charter.  

The bylaws are now ready to be considered for Adoption by Council.  

OPTIONS:  
1. Adopt the bylaws;  
2. Give no further Readings to the bylaws and abandon the bylaws at Third Reading; or,  
3. Rescind Third Reading, debate possible amendments to the bylaws and return Bylaw 8434 to a new public input process if required.
Respectfully submitted,

James Gordon
Municipal Clerk

Attachments:
- Bylaw 8430
- Bylaw 8431
- Bylaw 8432
- Bylaw 8433
- Bylaw 8434
- Public Meeting report – March 9, 2020
- Staff Report dated February 20, 2020

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.
- Other:
The Corporation of the District of North Vancouver

Bylaw 8430

A bylaw to enter into an agreement among the Participating Municipalities regarding an Inter-municipal Transportation Network Services Business Licence Scheme

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

Citation

1. This bylaw may be cited as “Inter-municipal Transportation Network Service Business Licence Agreement Bylaw 8430, 2020”.

2. Council hereby authorizes the District to enter into an agreement with the Participating Municipalities (as defined in the agreement attached to this Bylaw as Schedule A) in substantially the form and substance attached to this Bylaw as Schedule A (the “Agreement”), and also authorizes the Mayor and Clerk to execute the Agreement on behalf of the District, and to deliver it to the Participating Municipalities on such terms and conditions as the Municipal Solicitor deems fit.

READ a first time March 2nd, 2020

READ a second time March 2nd, 2020

READ a third time March 2nd, 2020

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk
Schedule A to Bylaw 8430

Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the "Participating Municipalities"), wish to permit transportation network services ("TNS") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the Participating Municipalities agree as follows:

1. The Participating Municipalities agree to establish an Inter-municipal TNS Business Licence scheme among the Participating Municipalities, pursuant to section 14 of the Community Charter and section 192.1 of the Vancouver Charter.

2. The Participating Municipalities will request their respective municipal Councils to each ratify this Agreement and enact a by-law to implement an Inter-municipal TNS Business Licence scheme effective April 1, 2020 if this Agreement is ratified and a by-law is enacted prior to or on April 1, 2020, or upon the date of enactment if this Agreement is ratified and a by-law is enacted after April 1, 2020.

3. In this Agreement:

   "Accessible Vehicle" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

   "Administrative Costs" means the direct and indirect costs and investments attributable to setting up and administering the Inter-municipal TNS Business Licence scheme, including wages, materials, corporate overhead and rent;

   "Business" has the same meaning as in the Community Charter;

   "Community Charter" means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

   "Inter-municipal TNS Business" means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;
“Inter-municipal TNS Business Licence” means a business licence which authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;

“Inter-municipal TNS Business Licence By-law” means the by-law adopted by the Council of each Participating Municipality to implement the Inter-municipal TNS Business Licence scheme contemplated by this Agreement;

“Mobility Aid” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Municipal Business Licence” means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

“Participating Municipality” means any one of the Participating Municipalities;

“Premises” means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

“TNS Business” means a person carrying on the business of providing Transportation Network Services;

“Transportation Network Services” has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

“Vancouver Charter” means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

“Zero Emission Vehicle” means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the Inter-municipal TNS Business Licence By-law, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.

5. All Inter-municipal TNS Business Licences will be issued by the City of Vancouver.

6. The City of Vancouver may issue an Inter-municipal TNS Business Licence to a TNS Business if the TNS Business is an Inter-municipal TNS Business and meets the requirements of the Inter-municipal TNS Business Licence By-law, in addition to the requirements of the City of Vancouver’s License By-law No. 4450.

7. Notwithstanding that a TNS Business may hold an Inter-municipal TNS Business Licence that would make it unnecessary to obtain a Municipal Business Licence for the TNS Business in the Participating Municipalities, the TNS Business must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any other by-laws,
regulations, or provincial or federal laws that may apply within any jurisdiction in which the TNS Business carries on Business.

8. Any Participating Municipality may require that the holder of an Inter-municipal TNS Business Licence also obtain a Municipal Business Licence for any Premises that are maintained by the licence holder within the jurisdiction of the Participating Municipality.

9. The annual Inter-municipal TNS Business Licence fee is $155, plus $150 for each vehicle operating under the authority of the Inter-municipal TNS Business, except that the per vehicle fee for Zero Emission Vehicles will be $30, and there will be no per vehicle fee charged for Accessible Vehicles. Any fees paid by an applicant to any Participating Municipality for a Municipal Business Licence for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence that are not refunded by that Participating Municipality will be credited against the initial Inter-municipal TNS Business Licence fee owing under this section 9.

10. The fee for any additional vehicles that begin operating under the authority of an Inter-municipal TNS Business License holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. The City of Vancouver will distribute the revenue generated from Inter-municipal TNS Business Licence fees amongst all Participating Municipalities based on the City of Vancouver retaining an amount to cover its Administrative Costs, with the remaining fees to be distributed proportionally to the Participating Municipalities, including the City of Vancouver, based on the number of pick-ups and drop-offs in that Participating Municipality. The City of Vancouver will provide the other Participating Municipalities with an itemized accounting of the fees collected and disbursed, including an accounting of its Administrative Costs, at the time it distributes the remaining fees to those Participating Municipalities.

12. If the revenue generated from Inter-municipal TNS Business Licence fees in the initial year is insufficient to cover the Administrative Costs relating to the initial set up of the scheme, then the City of Vancouver may retain such portion of the Inter-municipal TNS Business Licence fees collected in the subsequent year or years as is necessary to reimburse the City of Vancouver for such initial Administrative Costs, until the full amount has been recovered.

13. Any revenue payable to a Participating Municipality in the initial year will be offset by any fees collected and not refunded by that Participating Municipality for a Municipal Business License for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence, and if the fees collected by the Participating Municipality exceed the amount owing to that Participating Municipality, then that Participating Municipality shall remit the difference to the City of Vancouver for inclusion in the revenue distribution set out above.

14. The revenue generated from Inter-municipal TNS Business Licence fees collected from January 1 to December 31 inclusive that is to be distributed to the Participating Municipalities in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.

15. The length of term of an Inter-municipal TNS Business Licence is 12 months, except that the length of term of the initial Inter-municipal TNS Business Licence issued to an Inter-municipal
TNS Business by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the Inter-municipal TNS Business Licence with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

16. An Inter-municipal TNS Business Licence will be valid within the jurisdictional boundaries of all of the Participating Municipalities until its term expires, unless the Inter-municipal TNS Business Licence is suspended or cancelled. If a Participating Municipality withdraws from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities in accordance with the Inter-municipal TNS Business Licence By-law, then the Inter-municipal TNS Business Licence will cease to be valid within the jurisdictional boundary of that former Participating Municipality.

17. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and suspend an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to suspend a business licence under the Community Charter or Vancouver Charter or under the business licence by-law of the Participating Municipality. The suspension will be in effect throughout all of the Participating Municipalities and it will be unlawful for the holder to carry on the Business authorized by the Inter-municipal TNS Business Licence in any Participating Municipality for the period of the suspension.

18. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and cancel an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to cancel a business licence under the Community Charter or Vancouver Charter or the business licence by-law of the Participating Municipality. The cancellation will be in effect throughout all of the Participating Municipalities.

19. The suspension or cancellation of an Inter-municipal TNS Business Licence under section 17 or 18 will not affect the authority of a Participating Municipality to issue a Municipal Business Licence, other than an Inter-municipal TNS Business Licence, to the holder of the suspended or cancelled Inter-municipal TNS Business Licence.

20. Nothing in this Agreement affects the authority of a Participating Municipality to suspend or cancel any Municipal Business Licence issued by that municipality or to enact regulations in respect of any category of Business under section 15 of the Community Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.

21. A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities, and the notice must:

(a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of Inter-municipal TNS Business Licences, which date must be at least 6 months from the date of the notice; and

(b) include a certified copy of the municipal Council resolution or by-law authorizing the municipality's withdrawal from the Inter-municipal TNS Business Licence scheme.
22. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the Participating Municipalities. Further, nothing contained or implied in this Agreement shall prejudice or affect the Participating Municipalities' rights, powers, duties or obligations in the exercise of their functions pursuant to the Community Charter, Vancouver Charter, or the Local Government Act, as amended or replaced from time to time, or act to fetter or otherwise affect the Participating Municipalities' discretion, and the rights, powers, duties and obligations under all public and private statutes, by-laws, orders and regulations, which may be, if each Participating Municipality so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the Participating Municipalities.

23. Despite any other provision of this Agreement, an Inter-municipal TNS Business Licence granted in accordance with the Inter-municipal TNS Business Licence Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the Participating Municipalities. Furthermore, a business licence granted under any other inter-municipal TNS Business licence scheme is deemed not to exist for the purposes of this Agreement even if a Participating Municipality is a participating member of the other inter-municipal TNS Business licence scheme.

24. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the Participating Municipalities are not signatories to the original or the same counterpart.

25. In the event that the municipal Council of a Participating Municipality other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a Participating Municipality for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other Participating Municipalities.

Signed and delivered on behalf of the Participating Municipalities, the Councils of each of which have, by By-law, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford
Mayor

Corporate Officer

Date

Village of Anmore
Mayor

Corporate Officer

Date
<table>
<thead>
<tr>
<th>Municipality</th>
<th>Mayor</th>
<th>Corporate Officer</th>
<th>Date</th>
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<td>City of Burnaby</td>
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<td>City of Delta</td>
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City of Port Moody
Mayor
Corporate Officer
Date

The City of Richmond
Chief Administrative Officer
General Manager
Corporate and Financial Services
Date

District of Squamish
Mayor
Corporate Officer
Date

City of Surrey
Mayor
City Clerk
Date

The City of Vancouver
Director of Legal Services
Date
The Corporation of the District of West Vancouver

Mayor

Corporate Officer

Date

Resort Municipality of Whistler

Mayor

Municipal Clerk

Date

The Corporation of the City of White Rock

Mayor

Director of Corporate Administration

Date
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The Corporation of the District of North Vancouver

Bylaw 8431

A bylaw to amend District of North Vancouver Street and Traffic Bylaw 7125, 2004

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 Street and Traffic Bylaw 7125, 2004 Amendment Bylaw 8431, 2020 (Amendment 20)”.

Amendments

2. District of North Vancouver Street and Traffic Bylaw 7125, 2004 is amended by:

   a) the addition of the following definitions to section 302:

      Accessible Passenger Directed Vehicle has the meaning set out in the Passenger Transportation Act.

      Commercial Loading Zone means an area or space on a Highway to be used exclusively by Commercial Vehicles.

      Commercial Vehicle means a vehicle defined as such in, and licensed under, the Commercial Transport Act (British Columbia), as amended from time to time, or a vehicle not so licensed but being used in the ordinary course of a business for the regular collection or delivery of materials or goods.

      Congestion and Curbside Management Permit means a permit issued by the Municipal Engineer under section 541 of this Bylaw.

      Geo-fence means a virtual boundary between two geographic areas or a virtual perimeter around a geographic area, the location and delineation of which shall be determined by the Municipal Engineer.

      Geo-fenced Area means the area within a Geo-fence, or on one side of a Geo-fence, as determined by the Municipal Engineer.

      Loading Zone means the area or space on a Highway established for the exclusive use of vehicles during the loading or unloading of goods, materials or passengers.
**Passenger Directed Vehicle** has the meaning set out in the *Passenger Transportation Act*.

**Passenger Transportation Act** means the *Passenger Transportation Act*, SBC 2004, c.39, as the same may be amended from time to time.

**Passenger Zone** means the area or space on a Highway established for the exclusive use of vehicles during the loading or unloading of passengers.

**Transportation Network Services** has the meaning set out in the *Passenger Transportation Act*.

**Weekdays** means Monday through Friday.

**Zero-emission Vehicle** means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source, or a motor vehicle that has been approved by the Municipal Engineer as a Zero-emission Vehicle.

b) the deletion of the definitions of “Co-op Vehicle” and “Co-op Parking Zone” from section 302;

c) the replacement of section 403.6 with the following:

   “establishment, designation and use of Loading Zones, Commercial Loading Zones, and Passenger Zones in the District;”

d) the deletion of section 403.12;

e) the re-numbering of section 403.13 and 403.14 as sections 403.12 and 403.13;

f) the replacement of section 403.13 (previously section 403.14) with

   "designation of Cycle Paths; and"

g) the addition of the following section 403.14:

   “establishment, designation and delineation of Geo-fenced Areas and the regulation, prohibition or control of traffic within such Geo-fenced Areas in accordance with sections 403.1 through 403.13.”

h) the replacement of section 501.38 with the following:

   “on any portion of a Highway where the curb or edge of the Roadway is painted yellow;”

i) the replacement of the heading preceding section 515 with the following:
"Passenger Zones, Commercial Loading Zones and Loading Zones"

j) the replacement of sections 515 through 520 with the following:

“515. Every Passenger Zone, Commercial Loading Zone and Loading Zone authorized by a bylaw or an order under a bylaw and established for the purpose of loading and unloading persons, materials or goods, and existing prior to adoption of this Bylaw, is authorized.

516. The Municipal Engineer may, by causing Traffic Control Devices to be placed or erected on any portion of a Highway, establish the designated portion of that Highway as a Loading Zone, Passenger Zone, or Commercial Loading Zone, and designate the area and define the rights, duties and obligations of traffic with respect to that Loading Zone, Passenger Zone, or Commercial Loading Zone.

517. No person may stop, stand or park a vehicle in a Passenger Zone, except for a passenger vehicle for a maximum of five minutes while loading or unloading persons.

518. No person shall stop, stand or park a vehicle in a Loading Zone except for the purpose of loading or unloading passengers, goods or materials, and no person shall stop, stand or park a vehicle in a Loading Zone for longer than the maximum period indicated on any Traffic Control Device, or in the absence of such posted time limit, for longer than five minutes for the loading or unloading of passengers or 30 minutes for the loading or unloading of goods or materials.

519. No person shall stop, stand or park a vehicle other than a Commercial Vehicle in a Commercial Loading Zone.

520. No person shall stop, stand or park a vehicle in a Commercial Loading Zone except for the purpose of loading or unloading goods or materials, and no person shall stop, stand or park a vehicle in a Loading Zone for longer than the maximum period indicated on any Traffic Control Device, or in the absence of such posted time limit, for longer than 30 minutes.”

k) the deletion of section 538; and

l) the addition of the following as sections 538, 539 and 540:

“Transportation Network Services
538. The Municipal Engineer may establish and designate Geo-fenced Areas and regulate and control the operation of Transportation Network Services within any Geo-fenced Area, including the regulation or prohibition of stopping and loading by any Transportation Network Services provider within a Geo-fenced Area.

539. Except for Accessible Passenger Directed Vehicles, a Transportation Network Services provider must not cause, allow, or permit any Passenger Directed Vehicles being operated under the licence issued to them under the Passenger Transportation Act to stop to pick up or drop off any passengers on any Highway within the District of North Vancouver on Weekdays between the hours of 7:00 a.m. and 9:00 a.m. or the hours of 2:00 p.m. and 6:00 p.m. unless they hold a valid Congestion and Curbside Management Permit, in which case the Passenger Directed Vehicles may stop at any place where stopping is permitted at such times for the purposes of picking up or dropping off passengers.

540. The Municipal Engineer may issue a Congestion and Curbside Management Permit to a Transportation Network Services provider for the fee set out in the Fees and Charges Bylaw 6481, 1992, as amended from time to time, which fee may vary among vehicle types, and which fee shall be payable monthly at the end of each month in a manner satisfactory to the Municipal Engineer. No permit shall be required for Accessible Passenger Directed Vehicles used by a Transportation Network Services provider."
The Corporation of the District of North Vancouver

Bylaw 8432

A bylaw to amend Fees and Charges Bylaw 6481, 1992

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

Citation

1. This bylaw may be cited as “Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8432, 2020 (Amendment 64)”. 

Amendments

2. Fees and Charges Bylaw 6481, 1992 is amended as follows:

   a) The following is added to the end of the table entitled “Permit” in Schedule F:

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<tr>
<th>Congestion and Curbside Management Permit (Transportation Network Services)</th>
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<tr>
<td>Vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles</td>
<td>$0.10 per pick up and drop off</td>
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<tr>
<td>Zero-emission Vehicles</td>
<td>$0.05 per pick up and drop off</td>
</tr>
</tbody>
</table>

READ a first time March 2\textsuperscript{nd}, 2020

READ a second time March 2\textsuperscript{nd}, 2020

READ a third time March 2\textsuperscript{nd}, 2020

ADOPTED

Mayor                                                   Municipal Clerk

Certified a true copy

Municipal Clerk
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The Corporation of the District of North Vancouver

Bylaw 8433

A bylaw to amend Bylaw Notice Enforcement Bylaw 7458, 2004

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

Citation

1. This bylaw may be cited as “Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8433, 2020 (Amendment 51)".

Amendments

2. Schedule A to Bylaw Notice Enforcement Bylaw 7458, 2004 is amended by:

   a) Replacing sections 517, 518, 519 and 520 and replacing with the following

<table>
<thead>
<tr>
<th>Bylaw Section</th>
<th>Description</th>
<th>A1 Penalty Amount ($</th>
<th>A2 Discounted Penalty: Within 14 days ($)</th>
<th>A3 Late Payment: After 28 days ($)</th>
<th>A4 Compliance Agreement Available</th>
<th>A5 Compliance Agreement Discount ($)</th>
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</thead>
<tbody>
<tr>
<td>410</td>
<td>Place unauthorized Traffic Control Device</td>
<td>130</td>
<td>100</td>
<td>195</td>
<td>NO</td>
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<tr>
<td>517</td>
<td>Stop, stand or Park in Passenger Zone or exceed time in Passenger Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
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</tr>
<tr>
<td>518</td>
<td>Stop, stand or Park in Loading Zone or exceed time in Loading Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
<td>NO</td>
<td>N/A</td>
</tr>
<tr>
<td>519</td>
<td>Stop, stand or Park in Commercial Loading Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
<td>NO</td>
<td>N/A</td>
</tr>
<tr>
<td>520</td>
<td>Exceed time in a Commercial Loading Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
<td>NO</td>
<td>N/A</td>
</tr>
</tbody>
</table>

READ a first time March 2nd, 2020

READ a second time March 2nd, 2020

READ a third time March 2nd, 2020

ADOPTED

Mayor

Municipal Clerk

Document: 4257029
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The Corporation of the District of North Vancouver

Bylaw 8434

A bylaw to enter into an Inter-municipal Transportation Network Services Business Licence Scheme

WHEREAS the municipalities that have entered or will enter into the Inter-municipal TNS Business Licence Agreement (the "Participating Municipalities") wish to permit licensed transportation network services ("TNS") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the Participating Municipalities has or will adopt a similar bylaw to implement the Inter-municipal TNS Business Licence scheme;

AND WHEREAS the Corporation of the District of North Vancouver is a Participating Municipality;

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

Citation

1. This bylaw may be cited as "Inter-Municipal Transportation Network Services Business Licence Bylaw 8434, 2020".

Definitions

2. In this bylaw:

   Accessible Vehicle means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

   Business has the same meaning as in the Community Charter;

   Community Charter means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

   Inter-municipal TNS Business means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

   Inter-municipal TNS Business Licence means a business licence which authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;
Mobility Aid has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

Municipal Business Licence means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

Participating Municipality means any one of the Participating Municipalities;

Premises means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

TNS Business means a person carrying on the business of providing Transportation Network Services;

Transportation Network Services has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

Vancouver Charter means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

Zero Emission Vehicle means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

Establishment of Inter-municipal TNS Business Licence Scheme

3. There is hereby established an Inter-municipal TNS Business Licence scheme among the Participating Municipalities, pursuant to section 14 of the Community Charter and section 192.1 of the Vancouver Charter.

4. Subject to the provisions of this Bylaw, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.

5. All Inter-municipal TNS Business Licences will be issued by the City of Vancouver.

6. The City of Vancouver may issue an Inter-municipal TNS Business Licence to a TNS Business if the TNS Business is an Inter-municipal TNS Business and meets the requirements of this Bylaw, in addition to the requirements of the City of Vancouver's License By-law No. 4450.
7. Notwithstanding that a TNS Business may hold an Inter-municipal TNS Business Licence that would make it unnecessary to obtain a Municipal Business Licence for the TNS Business in the Participating Municipalities, the TNS Business must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the TNS Business carries on Business.

8. Any Participating Municipality may require that the holder of an Inter-municipal TNS Business Licence also obtain a Municipal Business Licence for any Premises that are maintained by the licence holder within the jurisdiction of the Participating Municipality.

9. The annual Inter-municipal TNS Business Licence fee is $155, plus $150 for each vehicle operating under the authority of the Inter-municipal TNS Business, except that the per vehicle fee for Zero Emission Vehicles will be $30, and there will be no per vehicle fee charged for Accessible Vehicles. Any fees paid by an applicant to any Participating Municipality for a Municipal Business Licence for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence that are not refunded by that Participating Municipality will be credited against the initial Inter-municipal TNS Business Licence fee owing under this section 9.

10. The fee for any additional vehicles that begin operating under the authority of an Inter-municipal TNS Business Licence holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. The length of term of an Inter-municipal TNS Business Licence is 12 months, except that the length of term of the initial Inter-municipal TNS Business Licence issued to an Inter-municipal TNS Business by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the Inter-municipal TNS Business Licence with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

12. An Inter-municipal TNS Business Licence will be valid within the jurisdictional boundaries of all of the Participating Municipalities until its term expires, unless the Inter-municipal TNS Business Licence is suspended or cancelled. If a Participating Municipality withdraws from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities in accordance with this Bylaw, then the Inter-municipal TNS Business Licence will cease to be valid within the jurisdictional boundary of that former Participating Municipality.
13. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and suspend an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to suspend a business licence under the Community Charter or Vancouver Charter or under the business licence bylaw of the Participating Municipality. The suspension will be in effect throughout all of the Participating Municipalities and it will be unlawful for the holder to carry on the Business authorized by the Inter-municipal TNS Business Licence in any Participating Municipality for the period of the suspension.

14. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and cancel an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to cancel a business licence under the Community Charter or Vancouver Charter or the business licence bylaw of the Participating Municipality. The cancellation will be in effect throughout all of the Participating Municipalities.

15. The suspension or cancellation of an Inter-municipal TNS Business Licence under section 12 or 13 will not affect the authority of a Participating Municipality to issue a Municipal Business Licence, other than an Inter-municipal TNS Business Licence, to the holder of the suspended or cancelled Inter-municipal TNS Business Licence.

16. Nothing in this Bylaw affects the authority of a Participating Municipality to suspend or cancel any Municipal Business Licence issued by that municipality or to enact regulations in respect of any category of Business under section 15 of the Community Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.

17. A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities, and the notice must:

   (a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of Inter-municipal TNS Business Licences, which date must be at least 6 months from the date of the notice; and

   (b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the Inter-municipal TNS Business Licence scheme.

18. Despite any other provision of this Bylaw, an Inter-municipal TNS Business Licence granted in accordance with this Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the Participating Municipalities.
19. A business licence granted under any other inter-municipal TNS Business licence scheme is deemed not to exist for the purposes of this Bylaw, even if a Participating Municipality is a participating member of the other inter-municipal TNS Business licence scheme.

Severability

20. The invalidity or unenforceability of any provision of this bylaw shall not affect the validity or enforceability of any other provisions of this bylaw and any such invalid or unenforceable provision shall be deemed to be severable.

READ a first time March 2nd, 2020

READ a second time March 2nd, 2020

READ a third time March 2nd, 2020

NOTICE given under Section 59 of the Community Charter on March 4th and March 6th, 2020

OPPORTUNITY for representations to Council provided in accordance with Section 59 of the Community Charter on March 9th, 2020

ADOPTED

__________________________________________
Mayor                            Municipal Clerk

Certified a true copy

__________________________________________
Municipal Clerk
DISTRICT OF NORTH VANCOUVER
PUBLIC MEETING

Inter-Municipal Transportation Network Services
Business Licence Bylaw 8434, 2020

Minutes of the Public Meeting of the Council for the District of North Vancouver held at 7:27 p.m. on Monday, March 9, 2020 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 J. Hanson
Councillor L. Muri (7:37pm)

Absent: Councillor B. Forbes

Staff: Mr. D. Milburn, General Manager – Planning, Properties & Permits
Mr. J. Gordon, Manager – Administrative Services
Ms. C. Walker, Chief Bylaw Officer
Ms. I. Weisenbach, Transportation Planner
Ms. S. Dale, Confidential Council Clerk
Ms. J. Simpson, Confidential Council Clerk

Mayor Little provided an update on the COVID-19 virus and spoke to the District’s responsibilities.

1. OPENING BY THE MAYOR

Mayor Mike Little welcomed members of the public to the meeting and spoke to the procedures for the meeting.

2. INTRODUCTION OF BYLAW

Mr. Dan Milburn, General Manager – Planning, Properties & Permits, introduced the proposed bylaw, stating that Bylaw 8434 proposes to establish an Inter-municipal Transportation Network Services (TNS) Business Licence to allow ride-hailing services to operate in the District of North Vancouver.

3. REPRESENTATIONS FROM THE PUBLIC

3.1. Mr. Corrie Kost, 2800 Block Colwood Drive:
- Questioned if this bylaw is in conjunction with taxi services;
- Spoke regarding pricing concerns, arbitrary costs and the costs correlated with congestion; and,
- Spoke in support of the proposed bylaw.

Councillor MURI arrived at this point in the proceedings (7:37pm).
3.2. Mr. Peter Teevan, 1900 Block Indian River Crescent:
• Expressed concerns that there has been no public input;
• Commented on the communities overwhelming request for ride-hailing services;
• Commented on the risk and safety of taxis;
• Supported the personal accountability of the vehicle owner for ride-hailing services; and,
• Spoke to establishing clear rules to protect the passengers and the drivers within the municipality.

3.3. Mr. John Miller, 1600 Block Tatlow Avenue:
• Spoke in support of Bylaw 8434;
• Suggested that Bylaw 8432 be deleted as the North Shore does not have reliable transportation services; and,
• Commented on the fairness of fees.

4. COUNCIL RESOLUTION

MOVED by Councillor BOND
SECONDED by Councillor BACK
THAT the March 9, 2020 Public Meeting is closed;

AND THAT "Inter-Municipal Transportation Network Services Business Licence Bylaw 8434, 2020" is returned to Council for further consideration.

CARRIED
(7:45 p.m.)

CERTIFIED CORRECT:

Confidential Council Clerk
The District of North Vancouver
REPORT TO COUNCIL

February 20, 2020
File: 18.8620.01/017.000

AUTHOR: Zachary Mathurin, NS Mobility Options Coordinator
Ingrid Weisenbach, Transportation Planner

SUBJECT: Bylaw and Bylaw Amendments to Support Ride-Hailing

RECOMMENDATION:
THAT "Inter-municipal Transportation Network Services Business Licence Agreement Bylaw 8430, 2020" is given FIRST, SECOND and THIRD Readings;

AND THAT "Inter-Municipal Transportation Network Services Business Licence Bylaw 8434, 2020" is given FIRST, SECOND and THIRD Readings;

AND THAT "District of North Vancouver Street and Traffic Bylaw 7125, 2004 Amendment Bylaw 8431, 2020 (Amendment 20)" is given FIRST, SECOND and THIRD Readings;

AND THAT "Fees & Charges Bylaw 6481, 1992 Amendment Bylaw 8432, 2020 (Amendment 64)" is given FIRST, SECOND and THIRD Readings.

AND THAT "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8433, 2020 (Amendment 51)" is given FIRST, SECOND and THIRD Readings;

AND THAT pursuant to Section 59 (2)(b) of the Community Charter, "Inter-Municipal Transportation Network Services Business Licence Bylaw 8434, 2020" is referred to a Public Meeting to provide an opportunity for persons who consider they are affected by the bylaw to make representations to Council;

AND THAT pursuant to Sections 59 (2)(a) and (3) of the Community Charter, staff is directed to give notice of its intention to hold a Public Meeting as follows:
1. The notice shall state the following:
a. the time and date of the Public Meeting;
b. the place of the Public Meeting;
c. in general terms the purpose of the bylaw; and
d. the place and the times and dates when copies of bylaw may be inspected.
2. The notice shall be published in at least 2 consecutive issues of a newspaper, the last publication to appear not less than 3 days and not more than 10 days before the Public Meeting;

REASON FOR REPORT:
The purpose of this report is to introduce bylaws to participate in the regional Inter-Municipal Business Licence (IMBL) for ride-hailing companies. The report also introduces amendments to the following bylaws that would enable the District of North Vancouver (District) and its North Shore partners to address the impacts of ride-hailing activities on our streets and curbs: Street & Traffic Bylaw, Fees & Charges Bylaw, and Bylaw Notice Enforcement Bylaw.

SUMMARY:
This report covers two initiatives and the associated bylaws and/or bylaw amendments relating to ride-hailing:
- Regional IMBL, and
- North Shore regulatory framework

Regional IMBL
This report recommends the District participate in an IMBL for ride-hailing companies (Transportation Network Services; TNS) on the basis of the terms noted in this report, effective on April 1, 2020. The IMBL will streamline the licensing process across the region and allow ride-hailing companies to operate in all participating municipalities (Appendix A) with a single business licence.

Licensing Authority: The City of Vancouver will be the licensing authority for the IMBL which means that ride-hailing companies will need to purchase the licence from the City of Vancouver. The licence will allow companies to operate in all participating Region 1 municipalities.

Licence Fee: The annual IMBL fee will be $155 per company plus vehicle fees of
- $150 per standard vehicle,
- $30 per zero-emission vehicle, and
- $0 per wheelchair accessible vehicle.

The proposed fees are set to be program cost recoverable and not to be prohibitive for companies.

Licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover costs for set-up and administration of the licence program (Appendix B) and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality.

Licence Conditions: Companies will be required to comply with the municipal bylaws and regulations of each participating municipality. Each municipality retains authority to enforce
its own bylaws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Staff in participating municipalities have established a shared protocol for escalating enforcement and have agreed to communicate enforcement actions between each other prior to any municipality considering suspension or cancellation of a licence.

To meet the Provincial timeline requirements, the terms of the ride-hailing IMBL were developed on a compressed timeline, and could be considered as interim. Staff of participating municipalities will continue to collaborate over the coming months on opportunities for future refinement. The proposed IMBL for ride-hailing supports the District's ride-hailing principles, and its commitment to regionally coordinated transportation.

NS Regulatory Framework
The District partnered with City of North Vancouver and District of West Vancouver to develop street and curb management measures following Council's endorsement of key principles and actions at its December 9, 2019 council workshop. These actions require amendments to the Street and Traffic Bylaw and Fees and Charges Bylaw. They include:

1. Creating a new Congestion and Curbside Management Permit (CCMP) for ride-hailing companies in the District and City of North Vancouver,
2. Harmonizing loading zone definitions across the three North Shore municipalities, and
3. Introducing geo-fencing as a traffic control device to manage access to our streets.

These measures are based on best practices across Canada and North America and will enable staff to achieve council priorities such as managing and reducing congestion and optimizing our streets for all modes of transportation. These changes, combined with data, will create an opportunity to vary rates by day of the week, by season, or by location as a congestion management tool. Together with our North Shore partners, the District will deliver a regionally coordinated approach to address the opportunities and challenges created by ride-hailing activities and set the standard for leadership in ride-hailing in the region.

BACKGROUND:

Regional IMBL
An IMBL is a business licence that allows mobile businesses to operate across participating municipalities with the purchase of one licence. An IMBL is formed through common bylaws enacted by each participating municipality. The IMBL Agreement Bylaw allows municipalities to enter into agreement with the partner municipalities. It addresses terms such as the licence fee, revenue sharing formula and distribution, and overall administration of the licence. The second bylaw, the IMBL bylaw, is the formal mechanism through which the IMBL is implemented in each municipality and sets out the various terms and conditions that apply to the IMBL across the participating municipalities.

On December 12, 2019 the Mayors' Council on Regional Transportation directed TransLink to facilitate an expedited IMBL development process with Region 1 municipalities with agreement on bylaw terms by January 31, 2020.
Region 1 municipalities commenced work in late December 2019. An IMBL Working Group was established and met weekly to develop the proposal for an IMBL for ride-hailing throughout the month of January 2020. The proposed IMBL bylaws establish licensing authority; licence fee and structure; licence conditions; and licence fee revenue sharing among participating municipalities.

Participating municipalities will bring reports to their Councils in February and March 2020 recommending approval of the bylaws as presented. If approved, the IMBL will take effect on April 1, 2020. For any participating municipalities that enact the bylaw after April 1, 2020, the licence will take effect in that municipality on the day of enactment.

Given the expedited process for development, the terms of the bylaw should be understood as interim. Participating municipalities will assess the effectiveness of the licence over the coming months, as more companies are licensed and operating. As of February 18, 2020 the Passenger Transportation Board (PTB) has authorized five ride-hailing companies to operate in Region 1. Should the IMBL be approved, all Region 1 PTB authorized companies will be able to apply to operate under that licence.

The District’s participation in an IMBL for ride-hailing will not affect its ability to regulate street use under the Street and Traffic Bylaw, which includes the issuance of the CCMP (details provided in the ‘North Shore Regulatory Framework’ sections).

The IMBL bylaws establish the following: licensing authority, licence fee and structure, licence fee revenue sharing, and licence requirements.

**Licensing Authority:** The City of Vancouver will be the licensing authority for the IMBL which means that ride-hailing companies will need to purchase the licence from the City of Vancouver. The licence will allow companies to operate in all participating Region 1 municipalities.

**Licence Fee and Structure:** The annual licence fee will be a company fee of $155 plus per vehicle fees of:
- $150 for each vehicle
- $30 for each zero emission vehicle
- $0 for each wheelchair accessible.

The discounted fee for zero emission vehicles provides a meaningful incentive while acknowledging that these vehicles do have an administrative cost and physical impact on streets. Wheelchair accessible vehicles are understood to be more expensive to purchase and maintain than non-accessible vehicles, and municipalities want to encourage their participation in ride-hailing as much as possible. Therefore, a $0 per vehicle fee is proposed.

Licence fees are to be pro-rated to align with the City of Vancouver’s calendar licensing structure.

Companies will self-report monthly all new vehicles operating under their licence, and whether they are standard, zero emission or wheelchair accessible. Once a vehicle has been
reported and the associated fee paid, the vehicle may operate for the remainder of the calendar year.
The per vehicle fee structure was agreed upon as it can be implemented immediately; it enables incentives for specific vehicle types; and it is equitable among companies of all fleet sizes.

The per vehicle fee of $150 was set with the aim of achieving administrative program cost recovery, and recovery of costs to participating municipalities associated with monitoring business activity and impacts in their communities. Because ride-hailing is a new business type the full costs of licensing and monitoring are not yet known. The licence fee is comparable to licensing fees in other Canadian jurisdictions such as the City of Calgary.

**Licence Fee Revenue Sharing:** Licence fee revenue will be shared among participating municipalities. The City of Vancouver will first retain funds sufficient to recover costs for set-up and administration of the licence program and remaining revenues will be shared based on the percent of total regional pick-ups and drop-offs that occur within each municipality.

Year 1 of the IMBL program includes set-up costs that are expected to fall in subsequent years as the program is regularized. At the end of each licence year, the City of Vancouver will provide participating municipalities with a year-end account of costs, and revenue to be shared.

**Licence Requirements:** Companies will be required to comply with the municipal bylaws and regulations of each participating municipality.

Each participating municipality will retain authority to enforce its own bylaws, for example street and traffic regulations, and also to suspend or cancel an IMBL. Because suspension or cancellation of a licence would affect all participating municipalities, staff in participating municipalities will establish a shared protocol for escalating enforcement prior to any municipality considering suspension or cancellation. This protocol will include communicating with the Province about on-going concerns with a company or vehicle.

**Monitoring Industry Impacts – Access to Data:** Access to detailed trip data is critical for municipalities in understanding the impact of ride-hailing in their communities at both the system-wide and street levels. At the system-wide level trip data will assist in identifying changes in travel mode share like transit use, cycling and walking. At the street level data can be used to establish solutions to mitigate safety concerns and congestion impacts such as identification of ride-hailing pick-up and drop-off zones. It can also highlight locations that may require enforcement attention.

The Province requires comprehensive vehicle and trip data from companies. In early February, the Province confirmed that municipalities will be able to access data on a regular, on-going basis through a Partnership Agreement with the Province. Consequently, detailed trip data will not be a requirement of the IMBL; municipalities will benefit from access to provincial data, and companies will benefit from not having to duplicate data submission efforts.
SUBJECT: Bylaw and Bylaw Amendments to Support Ride-Hailing
February 20, 2020

As a condition of the IMBL, licenced ride-hailing companies will still be required to report the total number of pick-ups and drop-offs occurring in each participating municipality so as to enable the City of Vancouver to calculate the share of revenue owed to each participating municipality.

Next Steps: Should the proposed IMBL bylaws be approved by Council and by other participating municipalities, City of Vancouver staff are prepared to issue IMBL licences on April 1, 2020; prepare invoices; and set-up revenue distribution.

The IMBL terms were developed on an expedited time frame; staff will work with participating municipalities to monitor its effectiveness and consider refinement of terms. For example, there may be opportunities to further encourage wheelchair accessible or zero emission vehicles. Industry representatives requested a fee structure that more accurately reflects their business model such as a monthly fee based on active vehicles. As more companies are licensed and staff come to better understand the costs for licensing and for monitoring industry impacts, such changes may be considered.

In considering adjustments to the ride-hailing IMBL, staff will consider opportunities to include limousines as they are also authorized by the PTB to operate across municipal boundaries. The PTB has indicated that it will review its regulations with regard to taxi operating areas, but taxis cannot be considered for an IMBL at this time as the PTB restricts their operations to be within municipal boundaries.

NS Regulatory Framework
On December 9, 2019, Council endorsed principles and objectives to address ride-hailing and to develop a North Shore regulatory framework for ride-hailing with the City of North Vancouver and District of West Vancouver.

To meet these ends, Council endorsed the following measures recommended by staff:

1. Harmonize definitions for passenger loading zones and street use regulations so that they are consistent and predictable across the North Shore municipalities;
2. Ability to geo-fence areas to manage access to key areas to each municipality’s needs and make visible to drivers and passengers within the mobile application platforms of each company; and
3. Ability to collect a pick-up and drop-off based congestion and curb access surcharge similar to the City of Vancouver that would apply during peak times based on current evidence and could be adjusted according to future congestion and TNS data.

These measures represent best practices across Canada and North America for responding to the increases in congestion and frequency of curbside interactions.

Ride-hailing services are now operating in the District and these services will continue to grow.

At least one operator is serving the North Shore, and operators not yet serving the North Shore have indicated to staff that they want to expand their service area to include the North
Shore when they have enough drivers signed up to their platform. One operator that has not yet launched services anywhere has indicated its service area will focus on the North Shore.

Local bylaw changes will enable regional coordination for managing our network and promote safety.

Now that ride-hailing services are available in our community, managing the space where people can be picked up and dropped off becomes more critical to manage congestion, ensure the safety of passengers and drivers, manage limited road and curb space, and ensure coordination with our neighbours and the region in developing our regulatory approach.

To achieve these ends, staff drafted amendments to the Street and Traffic Bylaw and Fees and Charges Bylaw to create a new CCMP, to update loading zone definitions, and to introduce geo-fencing as a traffic control device.

Introducing a CCMP to pro-actively manage dynamic street conditions is best practice.

The key tool endorsed in December 2019 was a surcharge applied to ride-hailing companies upon pick-up and drop-off of customers, similar to the permit system the City of Vancouver adopted in October 2019. A surcharge applied to trips during peak hours is a best practice solution used across Canada (see Appendix C) and a significant tool to manage congestion. Trip surcharges send a signal to users that their choice has impacts on the road network when there is more congestion and alternatives such as transit are at peak service levels, or to consider taking their trip at a different time if they have flexibility. In a region where local governments are looking to improve equity within our transportation networks, revenues collected from the surcharge can also be used to address municipal priorities such as reducing congestion, protecting vulnerable road users, improving accessibility, and investing in active transportation.

The surcharge would apply to all pick-ups and drop-offs within the District and the City of North Vancouver during peak times only, which is consistent with the practice developed in the City of Vancouver. Standard practice in Canada typically applies these surcharges to pick-ups only; however, staff recognize that the stops at the end of trips to unload passengers affect our street network just as much as pick-ups, and thus recommend that the surcharges apply to both. The Street and Traffic Bylaw and Fees and Charges Bylaw amendments would create a new CCMP to meet many of the principles and objectives Council endorsed in December 2018, including building a foundation for future policy, maximizing safety, minimizing congestion, and reducing the burden to municipal resources.

The 2017 trip diary data (Figure 1) denote times when road space is most in demand (congested), which is the basis for when the surcharge would be in effect, as outlined in Table 1. Staff have heard from residents and Council about the need to manage congestion in the District, which could be exacerbated by ride-hailing as it has in other comparable metropolitan areas. Other street impacts have already started to manifest themselves on the North Shore including loading in bike lanes and instances of double-parking. As such, staff recommend introducing the permit soon after adoption in the two participating municipalities.
Staff will monitor the data collected from ride-hailing companies to evaluate whether longer peak times are needed, whether the permit should apply on weekends, and whether to increase the cost per pick-up or drop-off.

![Figure 1: Driver Trips by Time Period](source: 2017 Trip Diary)

The CCMP for ride-hailing services would adhere to the parameters found in Table 1 below.

<table>
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<tr>
<th>Area in effect</th>
<th>Entirety of District of North Vancouver</th>
</tr>
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<tbody>
<tr>
<td>Hours in effect</td>
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<td>Cost</td>
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<tr>
<td></td>
<td>$0.10/drop-off</td>
</tr>
<tr>
<td>Discounts</td>
<td>50% discount for zero-emission vehicles</td>
</tr>
<tr>
<td></td>
<td>100% discount for accessible vehicles</td>
</tr>
<tr>
<td>Payment frequency</td>
<td>Monthly, within five (5) business days of the end of the month</td>
</tr>
</tbody>
</table>

The District and the City of North Vancouver are united in developing the CCMP. Staff at both municipalities are introducing the same permit model outlined in this report to their respective councils and would implement it at the same time.

Should North Vancouver councils adopt the proposed bylaw amendments, the permit would go into effect April 20, 2020 to allow the ride-hailing companies enough time to make the technical adjustments required to collect and remit the charges collected to the appropriate municipality.
Harmonizing loading zone definitions to improve consistency and predictability at the curbside.

North Shore staff developed a set of consistent loading zone definitions for the three municipalities so that passengers and drivers can access these areas in consistent and predictable ways, no matter where they are located.

There are subtle differences in how each of the three North Shore municipalities handle loading zones. The new definitions would make the allowed users and time limits for each loading zone type consistent across the North Shore.

While the amendments would take effect immediately, this would not significantly alter how loading zones are currently deployed. Should council adopt the amendments, staff will monitor how they are used and evaluate whether new loading zones should be introduced, and where, with the help of the ride-hailing data the Province will share with municipalities.

Enabling management of access to our curbside through geo-fencing protects people and our most critical places.

Through their mobile application-based platforms, ride-hailing companies can define virtual boundaries and perimeters to restrict or redirect how and where passengers can be picked-up and dropped-off. Local governments can collaborate with ride-hailing companies to define and manage access to areas experiencing congestion, establish areas that are optimized for the safety of all road and curb users, or direct users to reserved spaces away from conflict areas, such as construction and congestion, using a high degree of geographic precision.

North Shore staff propose to introduce two new definitions relating to geo-fences and geo-fenced areas to formalize each municipality’s ability to work with ride-hailing companies to establish these virtual boundaries. These new definitions would allow staff to work with companies to place virtual boundaries that are visible within the mobile applications used by ride-hailing companies.

Staff will use data the Province collects from ride-hailing companies to evaluate the locations and conditions in which geo-fences would be implemented to help manage ride-hailing activities on our streets.

ANALYSIS:

Timing/Approval Process:

Regional IMBL
Councils across the Metro Vancouver, Fraser Valley, and Squamish-Lillooet regional districts will consider joining the IMBL between late February and early April. The IMBL would go into effect on April 1, 2020 should Council adopt the IMBL bylaws.
NS Regulatory Framework
Ride-hailing services are already available in the District. While their availability has been somewhat limited in the region by the number of drivers registered with the approved operators, the impacts of ride-hailing on local streets on the North Shore are being felt. The Street and Traffic Bylaw and Fees and Charges Bylaw amendments are necessary now for staff to be able to respond to issues that are arising such as instances of loading in bike lanes and double parking, enforceable by Bylaw Services and RCMP. After adoption, staff expect to implement the CCMP on April 20, 2020 to begin charging for pick-ups and drop-offs during peak times to recover the cost of addressing the impacts of ride-hailing. Staff will also use ride-hailing data that the Province will share with municipalities to begin monitoring and evaluating the need for additional loading zones and creating geo-fenced areas.

Concurrence:
Staff from the Districts' Community Planning, Bylaw Services, Legal Counsel, Finance, and Engineering and Parks departments have worked in partnership with staff at the City of North Vancouver and District of West Vancouver to contribute to the IMBL process and develop the bylaw amendments to enable the North Shore regulatory framework.

Financial Impacts:

Regional IMBL
Year one (2020) set up and administration of the IMBL is estimated to cost the City of Vancouver $140,000. It is anticipated that these costs will be recovered through licence fee revenue. Should year one licence fee revenue be insufficient for cost recovery, the City of Vancouver will seek to recover outstanding costs from future year IMBL revenues.

Included in the City of Vancouver's administrative costs is the addition of one half-time licence clerk at an approximate cost of $33,000 per year.

The District will obtain a share of the licence fee revenue that remains, once administrative program costs have been recovered. That share will be based on the District's proportion of regional pick-ups and drop-offs and will be used to offset costs related to monitoring industry impacts in the municipality.

NS Regulatory Framework
Funds collected through the CCMP could be used to manage ride-hailing impacts, fund accessible transportation, and improve our active transportation network. The revenue generated from the permit will depend on the demand for ride-hailing services on the North Shore. As noted during the December 9 Council Meeting, the provincial requirement for class 4 licences for drivers will, in the short-term, affect the supply of drivers on the North Shore and likely limit the number of trips. Staff expect revenues from the CCMP to be relatively modest in the first year of operations but are likely to grow over time based on the experience of comparable metropolitan regions. If and when driver supply catches up with demand, which typically also rises as the availability of ride-hailing services rises, pick-up and drop-off revenues could offset the cost of responding to the street impacts of ride-hailing and address municipal priorities.
Liability/Risk:

Regional IMBL
The terms proposed in the IMBL for ride-hailing have been developed and agreed to by staff from the municipalities that participated in the Working Group. Should Council seek to amend terms of the bylaws at this time, further consultation with all participating municipalities would be required. Consequently, the proposed effective date for implementation of the licence, April 1, 2020, would likely be delayed.

The IMBL will be effective in all participating municipalities that adopt the bylaws and enter into agreement. If Council chooses not to support the proposed bylaws as presented, the District will not be included as a participant in the IMBL. Ride-hailing companies holding the licence will not be able to operate under that licence in the District. As a result, residents may not be able to access regionally integrated ride-hailing services. Operators may still have the option to seek a business licence for individual municipalities should they be interested in operating in only a single municipality, provided said municipality has a business licence available for purchase.

NS Regulatory Approach
The measures developed by North Shore staff represent best practices in addressing the congestion, safety, and road allocation impacts of ride-hailing. They allow staff to respond to evidence and data from ride-hailing companies in order to optimize how local streets, which are a limited resource, are used and address municipal priorities such as reducing congestion and protecting vulnerable users. If Council chooses not to adopt the Street and Traffic Bylaw and Fees and Charges Bylaw amendments to enable the CCMP, consistent loading zone definitions, and introduction of geo-fencing, staff may be unable to respond to concerns from the public, riders, and drivers regarding congestion and conflicts caused by ride-hailing.

Social Policy Implications:
The availability of ride-hailing services could improve the mobility of certain groups who do not have access to a reliable vehicle or transit or who cannot rely on active transportation, such as late-night workers and seniors. Seniors in particular have faced barriers to travel around the community due to the North Shore's hill-laden topography, the lack of reliable access to taxi services, and relatively infrequent transit options.

Environmental Impact:
Based on evidence from other jurisdictions, the introduction of ride-hailing could unfavourably impact municipal streets and increase vehicle kilometers travelled by private vehicles. Other jurisdictions report the following impacts in their communities:

- While many trips taken with a ride-hailing vehicle substitute trips that passengers would have otherwise driven themselves, travel surveys indicate that between 42% and 61% of
urban ride-hailing users would have taken transit, walked, biked, or not taken the trip at all if ride-hailing services had not been available;

- Up to 40% of the vehicle kilometres travelled by ride-hailing vehicles carry no passengers at all, resulting in "deadhead" kilometres ride-hailing drivers travel while looking for patrons; this increases congestion and greenhouse gas emissions associated with transportation.

- In August 2019, Uber and Lyft shared some of their own data which indicated that ride-hailing accounted for 1.7% up to 13.4% of all vehicle kilometres travelled (VKT) in core urban areas and between 1.0% and 2.9% in suburban areas.

The impacts of the introduction of ride-hailing in the District and the Lower Mainland will be better understood once the District and region have access to ride-hailing trip data.

Public Input:

Regional IMBL

The working group held an industry information session on January 22, 2020, inviting the 17 ride-hailing operators who had applied to the Province to operate in Region 1 at that time. Participants were informed about the proposed IMBL framework, including specifics, such as fee structure and data requirements. At the time of the consultation, the proposed IMBL included data submission requirements that have since been removed. Fifteen of the applicants invited sent representatives.

In addition to the comments given during the information session, three companies submitted written comments following the session. The working group reviewed and considered all comments submitted.

Ride-hailing industry representatives were generally appreciative of the expedited IMBL process, particularly as two of the applicants received PTB approval during the process and had a more urgent need for an IMBL.

The key concerns heard by the working group were:

1. Fee structure and smaller operators: The working group heard concerns that the fee structure disadvantaged smaller operators who are less able to absorb the per-vehicle charges compared to larger operators.

2. Fee structure and ride-hailing fluidity: The working group heard concerns that the way that fees are charged — based on vehicles that sign on with the company rather than number of vehicles in operation — do not match the fluid nature of the ride-hailing industry which tends to have high driver turnover.

3. Data requirements and granularity: The working group also heard concerns about the level of granularity required for data submissions, with respect to customer privacy.

The working group will take key concerns 1 and 2 under advisement and consider options to address these concerns as part of the ongoing development of a permanent IMBL. The concerns are significant and industry perspectives vary enough that further work and
consultation is required, and was not possible prior to the January 31 deadline for the interim IMBL.

Regarding data requirement concerns, the working group has since determined that detailed data submission will not be required as part of the IMBL. Municipalities will access provincially collected data through a Partnership Agreement with the Province.

NS Regulatory Framework
Staff plan to engage with the North Shore Advisory Committee on Disability Issues to seek input on the amendments and their implementation.

Prior to bringing the framework to Council in December 2019, staff met with representatives from the local business community and ride-hailing companies throughout the process to develop mutually acceptable solutions and receive feedback on the proposed measures. The feedback was positive and ride-hailing companies have been supportive of the work being pursued. The business community noted that road space optimization would be beneficial to the growing number of breweries events in the Lower Lonsdale area and events by elevating a safe alternative to driving at night and bringing more people to the neighbourhood, which has limited parking options.

Conclusion:
There is strong public support for ride-hailing in the Lower Mainland, and the Province has now authorized five companies to operate in Region 1. The ride-hailing IMBL supports the regional rollout of the industry as companies will be able to operate in participating municipalities with only one business license. Additional measures in the Street and Traffic Bylaw and the Fee and Charges Bylaw provide staff with the tools to manage the street and curb impacts in a way that is customized for the District and North Shore. Should Council approve the recommendations under the terms noted in this report, the license will be effective as of April 1, 2020 and the North Shore regulatory tools will be effective as of April 20, 2020.

Options:
1. Give the bylaws First, Second and Third Readings and refer Bylaw 8434 to a Public Meeting;
2. Refer the bylaws back to staff; or,
3. Give no Readings to the bylaws.

Respectfully submitted,

Zachary Mathurin
NS Mobility Options Coordinator

Ingrid Weisenbach
Transportation Planner
Attached documents include the following:

- Appendix A: List of Participating Municipalities
- Appendix B: IMBL Administrative Program Cost
- Appendix C: Trip-based Charges in Other Canadian Jurisdictions
- Appendix D: Bylaw 8430
- Appendix E: Bylaw 8431
- Appendix F: Bylaw 8432
- Appendix G: Bylaw 8433
- Appendix H: Bylaw 8434
APPENDIX A: List of Participating Municipalities

1. Bowen Island Municipality
2. City of Abbotsford
3. City of Burnaby
4. City of Chilliwack
5. City of Coquitlam
6. City of Delta
7. City of Maple Ridge
8. City of Port Moody
9. City of Richmond
10. City of Surrey
11. District of Squamish
12. Resort Municipality of Whistler
13. The City of Pitt Meadows
14. The City of Vancouver
15. The Corporation of the City of Langley
16. The Corporation of the City of New Westminster
17. The Corporation of the City of North Vancouver
18. The Corporation of the City of Port Coquitlam
19. The Corporation of the City of White Rock
20. The Corporation of the District of North Vancouver
21. The Corporation of the District of West Vancouver
22. The Corporation of the Township of Langley
23. Village of Anmore
24. Village of Harrison Hot Springs
25. Village of Lions Bay
APPENDIX B: IMBL Administrative Program Cost

City of Vancouver’s Estimated Year 1 Total Cost: $140,000

Direct and indirect costs and investments include:
- Privacy Management,
- Legal Services,
- Policy Development,
- Corporate Overhead, Materials and Rent, and
- Licence processing including fee administration and reconciliation.

The City of Vancouver will retain licence fee revenue sufficient to recover IMBL administrative program costs. Any remaining funds will be distributed among participating municipalities based on the percent of total regional pick-ups and drop-offs that occur within each of their boundaries.
### APPENDIX C: Trip-based Charges in Other Canadian Jurisdictions

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Trip charge type</th>
<th>Trip charge cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calgary, AB</td>
<td>Per trip fee (pick-up)</td>
<td>$0.20</td>
</tr>
<tr>
<td></td>
<td>Accessible Taxi Incentive Program trip fee (pick-up)</td>
<td>$0.10</td>
</tr>
<tr>
<td>Edmonton, AB</td>
<td>Per trip fee (pick-up)</td>
<td>$0.30</td>
</tr>
<tr>
<td>Vancouver, BC</td>
<td>Per pick-up and/or drop-off fee</td>
<td>$0.30 each</td>
</tr>
<tr>
<td></td>
<td>50% discount for ZEV</td>
<td></td>
</tr>
<tr>
<td></td>
<td>100% discount for wheelchair accessible vehicles</td>
<td></td>
</tr>
<tr>
<td>Winnipeg, MB</td>
<td>Per trip fee (pick-up)</td>
<td>$0.20</td>
</tr>
<tr>
<td></td>
<td>Accessibility fee (pick-up)</td>
<td>$0.07</td>
</tr>
<tr>
<td></td>
<td>Safety fee (pick-up)</td>
<td>$0.03</td>
</tr>
<tr>
<td>Guelph, ON</td>
<td>Per trip fee (pick-up)</td>
<td>$0.11</td>
</tr>
<tr>
<td></td>
<td>Accessibility fee (pick-up)</td>
<td>$0.07</td>
</tr>
<tr>
<td>London, ON</td>
<td>Per trip fee (pick-up)</td>
<td>$0.25</td>
</tr>
<tr>
<td>Mississauga, ON (Pilot bylaw)</td>
<td>Per trip fee (pick-up)</td>
<td>$0.30</td>
</tr>
<tr>
<td>Ottawa, ON</td>
<td>Per trip fee (pick-up)</td>
<td>$0.11</td>
</tr>
<tr>
<td>Toronto, ON</td>
<td>Per trip fee (pick-up)</td>
<td>$0.30</td>
</tr>
<tr>
<td></td>
<td>Accessibility Fund Program trip fee (pick-up)</td>
<td>$0.10</td>
</tr>
<tr>
<td>Halifax, NS (Proposed)</td>
<td>Per trip fee (pick-up)</td>
<td>$0.13</td>
</tr>
<tr>
<td></td>
<td>Accessibility fee (pick-up)</td>
<td>$0.07</td>
</tr>
<tr>
<td>Regina, SK</td>
<td>Per trip fee (pick-up)</td>
<td>$0.20</td>
</tr>
<tr>
<td></td>
<td>Accessibility fee (pick-up)</td>
<td>$0.07</td>
</tr>
<tr>
<td>Saskatoon, SK</td>
<td>Per trip fee (pick-up)</td>
<td>$0.20</td>
</tr>
<tr>
<td></td>
<td>Accessibility fee (pick-up)</td>
<td>$0.07</td>
</tr>
</tbody>
</table>
The Corporation of the District of North Vancouver

Bylaw 8430

A bylaw to enter into an agreement among the Participating Municipalities regarding an Inter-municipal Transportation Network Services Business Licence Scheme

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

Citation

1. This bylaw may be cited as “Inter-municipal Transportation Network Service Business Licence Agreement Bylaw 8430, 2020”.

2. Council hereby authorizes the District to enter into an agreement with the Participating Municipalities (as defined in the agreement attached to this Bylaw as Schedule A) in substantially the form and substance attached to this Bylaw as Schedule A (the “Agreement”), and also authorizes the Mayor and Clerk to execute the Agreement on behalf of the District, and to deliver it to the Participating Municipalities on such terms and conditions as the Municipal Solicitor deems fit.

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 8430

Inter-municipal TNS Business Licence Agreement

WHEREAS the City of Abbotsford, the Village of Anmore, the Bowen Island Municipality, the City of Burnaby, the City of Chilliwack, the City of Coquitlam, the City of Delta, the Village of Harrison Hot Springs, the Corporation of the City of Langley, the Corporation of the Township of Langley, the Village of Lions Bay, the City of Maple Ridge, the Corporation of the City of New Westminster, the Corporation of the City of North Vancouver, the Corporation of the District of North Vancouver, the City of Pitt Meadows, the Corporation of the City of Port Coquitlam, the City of Port Moody, the City of Richmond, the District of Squamish, the City of Surrey, the City of Vancouver, the Corporation of the District of West Vancouver, the Resort Municipality of Whistler, and the Corporation of the City of White Rock (the "Participating Municipalities"), wish to permit transportation network services ("TNS") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

NOW THEREFORE the Participating Municipalities agree as follows:

1. The Participating Municipalities agree to establish an Inter-municipal TNS Business Licence scheme among the Participating Municipalities, pursuant to section 14 of the Community Charter and section 192.1 of the Vancouver Charter.

2. The Participating Municipalities will request their respective municipal Councils to each ratify this Agreement and enact a by-law to implement an Inter-municipal TNS Business Licence scheme effective April 1, 2020 if this Agreement is ratified and a by-law is enacted prior to or on April 1, 2020, or upon the date of enactment if this Agreement is ratified and a by-law is enacted after April 1, 2020.

3. In this Agreement:

"Accessible Vehicle" means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

"Administrative Costs" means the direct and indirect costs and investments attributable to setting up and administering the Inter-municipal TNS Business Licence scheme, including wages, materials, corporate overhead and rent;

"Business" has the same meaning as in the Community Charter;

"Community Charter" means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

"Inter-municipal TNS Business" means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;
"Inter-municipal TNS Business Licence" means a business licence which authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;

"Inter-municipal TNS Business Licence By-law" means the by-law adopted by the Council of each Participating Municipality to implement the Inter-municipal TNS Business Licence scheme contemplated by this Agreement;

"Mobility Act" has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

"Municipal Business Licence" means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

"Participating Municipality" means any one of the Participating Municipalities;

"Premises" means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

"TNS Business" means a person carrying on the business of providing Transportation Network Services;

"Transportation Network Services" has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

"Vancouver Charter" means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

"Zero Emission Vehicle" means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

4. Subject to the provisions of the Inter-municipal TNS Business Licence By-law, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.

5. All Inter-municipal TNS Business Licences will be issued by the City of Vancouver.

6. The City of Vancouver may issue an Inter-municipal TNS Business Licence to a TNS Business if the TNS Business is an Inter-municipal TNS Business and meets the requirements of the Inter-municipal TNS Business Licence By-law, in addition to the requirements of the City of Vancouver's License By-law No. 4450.

7. Notwithstanding that a TNS Business may hold an Inter-municipal TNS Business Licence that would make it unnecessary to obtain a Municipal Business Licence for the TNS Business in the Participating Municipalities, the TNS Business must still comply with all orders and regulations under any municipal business licence by-law in addition to those under any other by-laws,
regulations, or provincial or federal laws that may apply within any jurisdiction in which the TNS Business carries on Business.

8. Any Participating Municipality may require that the holder of an Inter-municipal TNS Business Licence also obtain a Municipal Business Licence for any Premises that are maintained by the licence holder within the jurisdiction of the Participating Municipality.

9. The annual Inter-municipal TNS Business Licence fee is $155, plus $150 for each vehicle operating under the authority of the Inter-municipal TNS Business, except that the per vehicle fee for Zero Emission Vehicles will be $30, and there will be no per vehicle fee charged for Accessible Vehicles. Any fees paid by an applicant to any Participating Municipality for a Municipal Business Licence for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence that are not refunded by that Participating Municipality will be credited against the initial Inter-municipal TNS Business Licence fee owing under this section 9.

10. The fee for any additional vehicles that begin operating under the authority of an Inter-municipal TNS Business License holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. The City of Vancouver will distribute the revenue generated from Inter-municipal TNS Business Licence fees amongst all Participating Municipalities based on the City of Vancouver retaining an amount to cover its Administrative Costs, with the remaining fees to be distributed proportionally to the Participating Municipalities, including the City of Vancouver, based on the number of pick-ups and drop-offs in that Participating Municipality. The City of Vancouver will provide the other Participating Municipalities with an itemized accounting of the fees collected and disbursed, including an accounting of its Administrative Costs, at the time it distributes the remaining fees to those Participating Municipalities.

12. If the revenue generated from Inter-municipal TNS Business Licence fees in the initial year is insufficient to cover the Administrative Costs relating to the initial set up of the scheme, then the City of Vancouver may retain such portion of the Inter-municipal TNS Business Licence fees collected in the subsequent year or years as is necessary to reimburse the City of Vancouver for such initial Administrative Costs, until the full amount has been recovered.

13. Any revenue payable to a Participating Municipality in the initial year will be offset by any fees collected and not refunded by that Participating Municipality for a Municipal Business License for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence, and if the fees collected by the Participating Municipality exceed the amount owing to that Participating Municipality, then that Participating Municipality shall remit the difference to the City of Vancouver for inclusion in the revenue distribution set out above.

14. The revenue generated from Inter-municipal TNS Business Licence fees collected from January 1 to December 31 inclusive that is to be distributed to the Participating Municipalities in accordance with section 11, including the fees collected for any additional vehicles under section 10, will be distributed by the City of Vancouver by February 28 of the year following the year in which fees were collected.

15. The length of term of an Inter-municipal TNS Business Licence is 12 months, except that the length of term of the initial Inter-municipal TNS Business Licence issued to an Inter-municipal
TNS Business by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the Inter-municipal TNS Business Licence with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

16. An Inter-municipal TNS Business Licence will be valid within the jurisdictional boundaries of all of the Participating Municipalities until its term expires, unless the Inter-municipal TNS Business Licence is suspended or cancelled. If a Participating Municipality withdraws from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities in accordance with the Inter-municipal TNS Business Licence By-law, then the Inter-municipal TNS Business Licence will cease to be valid within the jurisdictional boundary of that former Participating Municipality.

17. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and suspend an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to suspend a business licence under the Community Charter or Vancouver Charter or under the business licence by-law of the Participating Municipality. The suspension will be in effect throughout all of the Participating Municipalities and it will be unlawful for the holder to carry on the Business authorized by the Inter-municipal TNS Business Licence in any Participating Municipality for the period of the suspension.

18. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and cancel an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to cancel a business licence under the Community Charter or Vancouver Charter or under the business licence by-law of the Participating Municipality. The cancellation will be in effect throughout all of the Participating Municipalities.

19. The suspension or cancellation of an Inter-municipal TNS Business Licence under section 17 or 18 will not affect the authority of a Participating Municipality to issue a Municipal Business Licence, other than an Inter-municipal TNS Business Licence, to the holder of the suspended or cancelled Inter-municipal TNS Business Licence.

20. Nothing in this Agreement affects the authority of a Participating Municipality to suspend or cancel any Municipal Business Licence issued by that municipality or to enact regulations in respect of any category of Business under section 15 of the Community Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.

21. A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities, and the notice must:

(a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of Inter-municipal TNS Business Licences, which date must be at least 6 months from the date of the notice; and

(b) include a certified copy of the municipal Council resolution or by-law authorizing the municipality's withdrawal from the Inter-municipal TNS Business Licence scheme.
22. Nothing contained or implied in this Agreement shall fetter in any way the discretion of the Councils of the Participating Municipalities. Further, nothing contained or implied in this Agreement shall prejudice or affect the Participating Municipalities' rights, powers, duties or obligations in the exercise of their functions pursuant to the Community Charter, Vancouver Charter, or the Local Government Act, as amended or replaced from time to time, or act to fetter or otherwise affect the Participating Municipalities' discretion, and the rights, powers, duties and obligations under all public and private statutes, by-laws, orders and regulations, which may be, if each Participating Municipality so elects, as fully and effectively exercised as if this Agreement had not been executed and delivered by the Participating Municipalities.

23. Despite any other provision of this Agreement, an Inter-municipal TNS Business Licence granted in accordance with the Inter-municipal TNS Business Licence Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the Participating Municipalities. Furthermore, a business licence granted under any other inter-municipal TNS Business licence scheme is deemed not to exist for the purposes of this Agreement even if a Participating Municipality is a participating member of the other inter-municipal TNS Business licence scheme.

24. This Agreement may be executed in several counterparts, each of which shall be deemed to be an original, and may be delivered by email or facsimile transmission, and each such counterpart, howsoever delivered, shall be deemed to be an original. Such counterparts together shall constitute one and the same instrument, notwithstanding that all of the Participating Municipalities are not signatories to the original or the same counterpart.

25. In the event that the municipal Council of a Participating Municipality other than the City of Vancouver does not ratify this Agreement, then that municipality will not be considered a Participating Municipality for the purposes of this Agreement, and the terms and conditions of this Agreement shall be effective as among the other Participating Municipalities.

Signed and delivered on behalf of the Participating Municipalities, the Councils of each of which have, by By-law, ratified this Agreement and authorized their signatories to sign on behalf of the respective Councils, on the dates indicated below.

The City of Abbotsford

Mayor

Corporate Officer

Date

Village of Anmore

Mayor

Corporate Officer

Date
The Corporation of the City of New Westminster

Mayor

City Clerk

Date

The Corporation of the City of North Vancouver

Mayor

City Clerk

Date

The Corporation of the District of North Vancouver

Mayor

Municipal Clerk

Date

The City of Pitt Meadows

Mayor

Corporate Officer

Date

The Corporation of the City of Port Coquitlam

Mayor

Corporate Officer

Date

Document: 4258883
The Corporation of the District of West Vancouver
Mayor

Corporate Officer

Date

Resort Municipality of Whistler
Mayor

Municipal Clerk

Date

The Corporation of the City of White Rock
Mayor

Director of Corporate Administration

Date
APPENDIX E

The Corporation of the District of North Vancouver

Bylaw 8431

A bylaw to amend District of North Vancouver Street and Traffic Bylaw 7125, 2004

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 Street and Traffic Bylaw 7125, 2004 Amendment Bylaw 8431, 2020 (Amendment 20)".

Amendments

2. District of North Vancouver Street and Traffic Bylaw 7125, 2004 is amended by:

   a) the addition of the following definitions to section 302:

   **Accessible Passenger Directed Vehicle** has the meaning set out in the *Passenger Transportation Act*.

   **Commercial Loading Zone** means an area or space on a Highway to be used exclusively by Commercial Vehicles.

   **Commercial Vehicle** means a vehicle defined as such in, and licensed under, the *Commercial Transport Act* (British Columbia), as amended from time to time, or a vehicle not so licensed but being used in the ordinary course of a business for the regular collection or delivery of materials or goods.

   **Congestion and Curbside Management Permit** means a permit issued by the Municipal Engineer under section 541 of this Bylaw.

   **Geo-fence** means a virtual boundary between two geographic areas or a virtual perimeter around a geographic area, the location and delineation of which shall be determined by the Municipal Engineer.

   **Geo-fenced Area** means the area within a Geo-fence, or on one side of a Geo-fence, as determined by the Municipal Engineer.

   **Loading Zone** means the area or space on a Highway established for the exclusive use of vehicles during the loading or unloading of goods, materials or passengers.
**Passenger Directed Vehicle** has the meaning set out in the *Passenger Transportation Act*.

**Passenger Transportation Act** means the *Passenger Transportation Act*, SBC 2004, c.39, as the same may be amended from time to time.

**Passenger Zone** means the area or space on a Highway established for the exclusive use of vehicles during the loading or unloading of passengers.

**Transportation Network Services** has the meaning set out in the *Passenger Transportation Act*.

**Weekdays** means Monday through Friday.

**Zero-emission Vehicle** means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source, or a motor vehicle that has been approved by the Municipal Engineer as a Zero-emission Vehicle.

b) the deletion of the definitions of "Co-op Vehicle" and "Co-op Parking Zone" from section 302;

c) the replacement of section 403.6 with the following:

   "establishment, designation and use of Loading Zones, Commercial Loading Zones, and Passenger Zones in the District;"

d) the deletion of section 403.12;

e) the re-numbering of section 403.13 and 403.14 as sections 403.12 and 403.13;

f) the replacement of section 403.13 (previously section 403.14) with

   "designation of Cycle Paths; and"


g) the addition of the following section 403.14:

   "establishment, designation and delineation of Geo-fenced Areas and the regulation, prohibition or control of traffic within such Geo-fenced Areas in accordance with sections 403.1 through 403.13."

h) the replacement of section 501.38 with the following:

   "on any portion of a Highway where the curb or edge of the Roadway is painted yellow;"

i) the replacement of the heading preceding section 515 with the following:
"Passenger Zones, Commercial Loading Zones and Loading Zones"

j) the replacement of sections 515 through 520 with the following:

"515. Every Passenger Zone, Commercial Loading Zone and Loading Zone authorized by a bylaw or an order under a bylaw and established for the purpose of loading and unloading persons, materials or goods, and existing prior to adoption of this Bylaw, is authorized.

516. The Municipal Engineer may, by causing Traffic Control Devices to be placed or erected on any portion of a Highway, establish the designated portion of that Highway as a Loading Zone, Passenger Zone, or Commercial Loading Zone, and designate the area and define the rights, duties and obligations of traffic with respect to that Loading Zone, Passenger Zone, or Commercial Loading Zone.

517. No person may stop, stand or park a vehicle in a Passenger Zone, except for a passenger vehicle for a maximum of five minutes while loading or unloading persons.

518. No person shall stop, stand or park a vehicle in a Loading Zone except for the purpose of loading or unloading passengers, goods or materials, and no person shall stop, stand or park a vehicle in a Loading Zone for longer than the maximum period indicated on any Traffic Control Device, or in the absence of such posted time limit, for longer than five minutes for the loading or unloading of passengers or 30 minutes for the loading or unloading of goods or materials.

519. No person shall stop, stand or park a vehicle other than a Commercial Vehicle in a Commercial Loading Zone.

520. No person shall stop, stand or park a vehicle in a Commercial Loading Zone except for the purpose of loading or unloading goods or materials, and no person shall stop, stand or park a vehicle in a Loading Zone for longer than the maximum period indicated on any Traffic Control Device, or in the absence of such posted time limit, for longer than 30 minutes."

k) the deletion of section 538; and

l) the addition of the following as sections 538, 539 and 540:

"Transportation Network Services"
538. The Municipal Engineer may establish and designate Geo-fenced Areas and regulate and control the operation of Transportation Network Services within any Geo-fenced Area, including the regulation or prohibition of stopping and loading by any Transportation Network Services provider within a Geo-fenced Area.

539. Except for Accessible Passenger Directed Vehicles, a Transportation Network Services provider must not cause, allow, or permit any Passenger Directed Vehicles being operated under the licence issued to them under the Passenger Transportation Act to stop to pick up or drop off any passengers on any Highway within the District of North Vancouver on Weekdays between the hours of 7:00 a.m. and 9:00 a.m. or the hours of 2:00 p.m. and 6:00 p.m. unless they hold a valid Congestion and Curbside Management Permit, in which case the Passenger Directed Vehicles may stop at any place where stopping is permitted at such times for the purposes of picking up or dropping off passengers.

540. The Municipal Engineer may issue a Congestion and Curbside Management Permit to a Transportation Network Services provider for the fee set out in the Fees and Charges Bylaw 6481, 1992, as amended from time to time, which fee may vary among vehicle types, and which fee shall be payable monthly at the end of each month in a manner satisfactory to the Municipal Engineer. No permit shall be required for Accessible Passenger Directed Vehicles used by a Transportation Network Services provider."

READ a first time
READ a second time
READ a third time
ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk
APPENDIX F

The Corporation of the District of North Vancouver

Bylaw 8432

A bylaw to amend Fees and Charges Bylaw 6481, 1992

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

Citation

1. This bylaw may be cited as "Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8432, 2020 (Amendment 64)".

Amendments

2. Fees and Charges Bylaw 6481, 1992 is amended as follows:

   a) The following is added to the end of the table entitled "Permit" in Schedule F:

<table>
<thead>
<tr>
<th>Congestion and Curbside Management Permit (Transportation Network Services)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicles other than Zero-emission Vehicles and Accessible Passenger Directed Vehicles</td>
</tr>
<tr>
<td>Zero-emission Vehicles</td>
</tr>
</tbody>
</table>

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk
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APPENDIX G

The Corporation of the District of North Vancouver

Bylaw 8433

A bylaw to amend Bylaw Notice Enforcement Bylaw 7458, 2004

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

Citation

1. This bylaw may be cited as "Bylaw Notice Enforcement Bylaw 7458, 2004 Amendment Bylaw 8433, 2020 (Amendment 51)".

Amendments

2. Schedule A to Bylaw Notice Enforcement Bylaw 7458, 2004 is amended by:

   a) Replacing sections 517, 518, 519 and 520 and replacing with the following

<table>
<thead>
<tr>
<th>Bylaw Section</th>
<th>Description</th>
<th>A1 Penalty Amount ($)</th>
<th>A2 Discounted Penalty: Within 14 days ($)</th>
<th>A3 Late Payment: After 28 days ($)</th>
<th>A4 Compliance Agreement Available</th>
<th>A5 Compliance Agreement Discount ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>410</td>
<td>Place unauthorized Traffic Control Device</td>
<td>130</td>
<td>100</td>
<td>195</td>
<td>NO</td>
<td>N/A</td>
</tr>
<tr>
<td>517</td>
<td>Stop, stand or Park in Passenger Zone or exceed time in Passenger Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
<td>NO</td>
<td>N/A</td>
</tr>
<tr>
<td>518</td>
<td>Stop, stand or Park in Loading Zone or exceed time in Loading Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
<td>NO</td>
<td>N/A</td>
</tr>
<tr>
<td>519</td>
<td>Stop, stand or Park in Commercial Loading Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
<td>NO</td>
<td>N/A</td>
</tr>
<tr>
<td>520</td>
<td>Exceed time in a Commercial Loading Zone</td>
<td>75</td>
<td>55</td>
<td>115</td>
<td>NO</td>
<td>N/A</td>
</tr>
</tbody>
</table>

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor........................................ Municipal Clerk
Certified a true copy

Municipal Clerk
The Corporation of the District of North Vancouver

Bylaw 8434

A bylaw to enter into an Inter-municipal Transportation Network Services Business Licence Scheme

WHEREAS the municipalities that have entered or will enter into the Inter-municipal TNS Business Licence Agreement (the "Participating Municipalities") wish to permit licensed transportation network services ("TNS") businesses to operate across their jurisdictional boundaries thereby eliminating the need to obtain a separate municipal business licence in each jurisdiction;

AND WHEREAS each of the Participating Municipalities has or will adopt a similar bylaw to implement the Inter-municipal TNS Business Licence scheme;

AND WHEREAS the Corporation of the District of North Vancouver is a Participating Municipality;

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

Citation

1. This bylaw may be cited as “Inter-Municipal Transportation Network Services Business Licence Bylaw 8434, 2020”.

Definitions

2. In this bylaw:

   **Accessible Vehicle** means a motor vehicle designed and manufactured, or converted, for the purpose of transporting persons who use mobility aids;

   **Business** has the same meaning as in the Community Charter;

   **Community Charter** means the Community Charter, S.B.C. 2003, c. 26, as may be amended or replaced from time to time;

   **Inter-municipal TNS Business** means a TNS Business that has been licensed to operate in the Region 1 operating area by the Passenger Transportation Board;

   **Inter-municipal TNS Business Licence** means a business licence which authorizes an Inter-municipal TNS Business to be carried on within the jurisdictional boundaries of any or all of the Participating Municipalities;
**Mobility Aid** has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39. as may be amended or replaced from time to time;

**Municipal Business Licence** means a licence or permit, other than an Inter-municipal TNS Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality;

**Participating Municipality** means any one of the Participating Municipalities;

**Premises** means one or more fixed or permanent locations where the TNS Business ordinarily carries on Business;

**TNS Business** means a person carrying on the business of providing Transportation Network Services;

**Transportation Network Services** has the same meaning as in the Passenger Transportation Act, S.B.C 2004, c. 39, as may be amended or replaced from time to time;

**Vancouver Charter** means the Vancouver Charter, S.B.C. 1953, c. 55, as may be amended or replaced from time to time; and

**Zero Emission Vehicle** means a motor vehicle that is exclusively propelled by electricity or hydrogen from an external source.

**Establishment of Inter-municipal TNS Business Licence Scheme**

3. There is hereby established an Inter-municipal TNS Business Licence scheme among the Participating Municipalities, pursuant to section 14 of the Community Charter and section 192.1 of the Vancouver Charter.

4. Subject to the provisions of this Bylaw, each Participating Municipality will permit a TNS Business that has obtained an Inter-municipal TNS Business Licence to carry on the Business of providing Transportation Network Services within that Participating Municipality for the term authorized by the Inter-municipal TNS Business Licence without obtaining a Municipal Business Licence for the TNS Business in that Participating Municipality.

5. All Inter-municipal TNS Business Licences will be issued by the City of Vancouver.

6. The City of Vancouver may issue an Inter-municipal TNS Business Licence to a TNS Business if the TNS Business is an Inter-municipal TNS Business and meets the requirements of this Bylaw, in addition to the requirements of the City of Vancouver's License By-law No. 4450.
7. Notwithstanding that a TNS Business may hold an Inter-municipal TNS Business Licence that would make it unnecessary to obtain a Municipal Business Licence for the TNS Business in the Participating Municipalities, the TNS Business must still comply with all orders and regulations under any municipal business licence bylaw in addition to those under any other bylaws, regulations, or provincial or federal laws that may apply within any jurisdiction in which the TNS Business carries on Business.

8. Any Participating Municipality may require that the holder of an Inter-municipal TNS Business Licence also obtain a Municipal Business Licence for any Premises that are maintained by the licence holder within the jurisdiction of the Participating Municipality.

9. The annual Inter-municipal TNS Business Licence fee is $155, plus $150 for each vehicle operating under the authority of the Inter-municipal TNS Business, except that the per vehicle fee for Zero Emission Vehicles will be $30, and there will be no per vehicle fee charged for Accessible Vehicles. Any fees paid by an applicant to any Participating Municipality for a Municipal Business Licence for the TNS Business prior to the availability of the Inter-municipal TNS Business Licence that are not refunded by that Participating Municipality will be credited against the initial Inter-municipal TNS Business Licence fee owing under this section 9.

10. The fee for any additional vehicles that begin operating under the authority of an Inter-municipal TNS Business Licence holder after the annual license fee is paid will be the per vehicle fee set out in section 9, pro-rated by dividing the applicable annual per vehicle fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

11. The length of term of an Inter-municipal TNS Business Licence is 12 months, except that the length of term of the initial Inter-municipal TNS Business Licence issued to an Inter-municipal TNS Business by the City of Vancouver may be less than 12 months in order to harmonize the expiry date of the Inter-municipal TNS Business Licence with the calendar year, in which case the annual fee will be pro-rated by dividing the applicable annual license fee by 12 and multiplying the resulting number by the number of months remaining in that calendar year, including any partial months which will be counted as whole months.

12. An Inter-municipal TNS Business Licence will be valid within the jurisdictional boundaries of all of the Participating Municipalities until its term expires, unless the Inter-municipal TNS Business Licence is suspended or cancelled. If a Participating Municipality withdraws from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities in accordance with this Bylaw, then the Inter-municipal TNS Business Licence will cease to be valid within the jurisdictional boundary of that former Participating Municipality.
13. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and suspend an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to suspend a business licence under the Community Charter or Vancouver Charter or under the business licence bylaw of the Participating Municipality. The suspension will be in effect throughout all of the Participating Municipalities and it will be unlawful for the holder to carry on the Business authorized by the Inter-municipal TNS Business Licence in any Participating Municipality for the period of the suspension.

14. A Participating Municipality may exercise the authority of the City of Vancouver as the issuing municipality and cancel an Inter-municipal TNS Business Licence in relation to conduct by the holder within the Participating Municipality which would give rise to the power to cancel a business licence under the Community Charter or Vancouver Charter or the business licence bylaw of the Participating Municipality. The cancellation will be in effect throughout all of the Participating Municipalities.

15. The suspension or cancellation of an Inter-municipal TNS Business Licence under section 12 or 13 will not affect the authority of a Participating Municipality to issue a Municipal Business Licence, other than an Inter-municipal TNS Business Licence, to the holder of the suspended or cancelled Inter-municipal TNS Business Licence.

16. Nothing in this Bylaw affects the authority of a Participating Municipality to suspend or cancel any Municipal Business Licence issued by that municipality or to enact regulations in respect of any category of Business under section 15 of the Community Charter or sections 272, 273, 279A, 279A.1, 279B, and 279C of the Vancouver Charter.

17. A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-municipal TNS Business Licence scheme among the Participating Municipalities, and the notice must:

(a) set out the date on which the withdrawing municipality will no longer recognize the validity within its boundaries of Inter-municipal TNS Business Licences, which date must be at least 6 months from the date of the notice; and

(b) include a certified copy of the municipal Council resolution or bylaw authorizing the municipality's withdrawal from the Inter-municipal TNS Business Licence scheme.

18. Despite any other provision of this Bylaw, an Inter-municipal TNS Business Licence granted in accordance with this Bylaw does not grant the holder a licence to operate in any jurisdiction other than within the jurisdictional boundaries of the Participating Municipalities.
19. A business licence granted under any other inter-municipal *TNS Business* licence scheme is deemed not to exist for the purposes of this Bylaw, even if a *Participating Municipality* is a participating member of the other inter-municipal *TNS Business* licence scheme.

**Severability**

20. The invalidity or unenforceability of any provision of this bylaw shall not affect the validity or enforceability of any other provisions of this bylaw and any such invalid or unenforceable provision shall be deemed to be severable.

READ a first time

READ a second time

READ a third time

NOTICE given under Section 59 of the *Community Charter* on _____ and _____, 2020

OPPORTUNITY for representations to Council provided in accordance with Section 59 of the *Community Charter* on

ADOPTED

______________________________  ______________________________
Mayor                          Municipal Clerk

Certified a true copy

______________________________
Municipal Clerk
The District of North Vancouver
REPORT TO COUNCIL

March 2, 2020
File: 09.3900.20/000.000

AUTHOR: James Gordon, Municipal Clerk

SUBJECT: Bylaw 8376: Emery Court Street Naming

RECOMMENDATION:
THAT “Emery Court, Street Naming Bylaw 8376, 2020” is ADOPTED.

BACKGROUND:
Bylaw 8376 received First, Second and Third Readings on February 24th, 2020.

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

OPTIONS:
1. Adopt the bylaw;
2. Give no further Readings to the bylaw and abandon the bylaw at Third Reading; or,
3. Rescind Third Reading and debate possible amendments to the bylaw.

Respectfully submitted,

James Gordon
Municipal Clerk

Attachments:
• Bylaw 8376
• Staff report dated February 10, 2020
<table>
<thead>
<tr>
<th>REVIEWED WITH:</th>
<th>External Agencies:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Planning</td>
<td>Library Board</td>
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<td>Development Planning</td>
<td>NS Health</td>
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<td>Development Engineering</td>
<td>RCMP</td>
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<td>NVRC</td>
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<td>Engineering Operations</td>
<td>Museum &amp; Arch.</td>
</tr>
<tr>
<td>Parks</td>
<td>Other:</td>
</tr>
<tr>
<td>Environment</td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
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<td>Human Resources</td>
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<td>Review and Compliance</td>
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<td>Clerk's Office</td>
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<td>Fire Services</td>
<td></td>
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<tr>
<td>ITS</td>
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<td>Solicitor</td>
<td></td>
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<td>Real Estate</td>
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<td>Bylaw Services</td>
<td></td>
</tr>
<tr>
<td>Planning</td>
<td></td>
</tr>
</tbody>
</table>
The Corporation of the District of North Vancouver

Bylaw 8376

A bylaw to name a portion of highway

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

Citation

1. This bylaw may be cited as "Emery Court, Street Naming Bylaw 8376, 2019".

Naming of Highway

2. That portion of land legally described as PID 005-213-266, Lot 22, Block W, District Lot 2022, Plan 12301 shown outlined in bold and hatched on the plan attached hereto as Schedule A to this bylaw is hereby named "Emery Court".

READ a first time February 24th, 2020

READ a second time February 24th, 2020

READ a third time February 24th, 2020

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk
The District of North Vancouver
REPORT TO COUNCIL

February 10, 2020
File: 01.0380.20/074.000

AUTHOR: Adam Wright, Community Planner

SUBJECT: Street Naming Bylaw 8376, 2019 - Emery Court

RECOMMENDATION:
THAT "Emery Court, Street Naming Bylaw 8376, 2019" is given FIRST, SECOND, and THIRD Readings.

REASON FOR REPORT:
A new street will be constructed as part of the development at 1200-1259 Emery Place (Emery Village). The Development Permit was issued by Council on September 24, 2018. This street is required to be named by bylaw.

EXISTING POLICY:
Council approved the Naming Selection Criteria and Procedures Policy on February 16, 2015 (Attachment 1). The naming of this street is in accordance with Council's policy.

ANALYSIS:
Council approved the development for Phase 1 and 2 of Emery Village in September 2018. These first phases will include four multi-family residential buildings that will be oriented around a proposed new public street. The new street (a cul-de-sac) will be located off of Emery Place, which will be extended to the northwest as shown in Figure 1.

Figure 1: Proposed New Street in Lynn Valley: 'Emery Court'
Public Input
As per the Naming Selection Criteria and Procedures Policy, public input is solicited for naming new streets.

The Street Naming Subcommittee met on October 10, 2018 and recommended the name ‘Emery Court’ as a starting point to gauge public preference and to seek additional suggestions to name the new street.

Staff undertook the following engagement efforts to seek input from the local community through an online survey:
- Letters were sent to residents within 100 meters of the proposed street and to the Lynn Valley Community Association (total of 722 letters);
- Three signs were posted at street locations in the neighbourhood;
- Notices were placed on the District website and social media (Facebook and Twitter); and
- Survey (DNV.org/NameThisStreet) hosted on the District’s website from October 21, 2019 to November 5, 2019.

A total of 155 responses were received. The highest number of responses included a variation of a name beginning with ‘Emery’, with the most frequently mentioned variation being: ‘Emery Court’. A summary of the online survey results is provided in Table 1.

<table>
<thead>
<tr>
<th>Theme</th>
<th>Number of Responses</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emery Court (or variation)</td>
<td>30</td>
<td>Highest number of responses from community.</td>
</tr>
<tr>
<td>Carter Court</td>
<td>26</td>
<td>Reference to World War I veteran Nelson Victor Carter.</td>
</tr>
<tr>
<td>People (Misc.)</td>
<td>18</td>
<td>Suggestions included various personal names.</td>
</tr>
<tr>
<td>Nature</td>
<td>17</td>
<td>E.g. Black Bear, Wildwood, Tall Cedar.</td>
</tr>
<tr>
<td>District Fire in 2018</td>
<td>9</td>
<td>Reference to victims of the fire in June, 2018.</td>
</tr>
<tr>
<td>Combined Names</td>
<td>7</td>
<td>E.g. Kirk-lynn, Lyn-ley.</td>
</tr>
<tr>
<td>First Nations</td>
<td>2</td>
<td>Suggestions submitted to consult with First Nations.</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>31</td>
<td>Range of miscellaneous names. E.g. Tranquil, Pride.</td>
</tr>
<tr>
<td>Other</td>
<td>15</td>
<td>Not recommended due to inappropriate or negative content.</td>
</tr>
<tr>
<td>Total</td>
<td>155</td>
<td></td>
</tr>
</tbody>
</table>

Table 1: Summary of Online Survey Results, November 2019
Guided by the criteria contained in the Naming Selection Criteria and Procedures Policy and results of the engagement efforts, the Street Naming Subcommittee met again on November 11, 2019 and recommended ‘Emery Court’. The Place Naming Committee concurred with the recommendation.

It should be noted that ‘Carter Court’ also received many nominations but was not recommended as honourific or personal names have a number of additional considerations set out in the policy.

Timing/Approval Process:
Adoption of “Emery Court, Street Naming Bylaw 8376, 2019” (Attachment 2), and its filing in the Land Title Office will put the street name into effect.

Following adoption of this bylaw, the District will notify any owners affected by the address change in accordance with the Naming Selection Criteria and Procedures Policy. In addition, District staff will notify relevant public utility organizations, government agencies, emergency responders, internal departments (for updates to databases) and other groups as needed.

Conclusion:
A new street will be constructed as part of the development permit issued by Council for 1200-1259 Emery Place (Emery Village). The Place Naming Committee recommends that the new street be named ‘Emery Court’.

Options:

1. THAT “Emery Court, Street Naming Bylaw 8376, 2019” is given FIRST, SECOND, and THIRD Readings.

   OR

2. THAT Council provides alternate direction for naming for this street.

Respectfully submitted,

Adam Wright
Community Planner

Attachment 1: Naming Selection Criteria and Procedures Policy
Attachment 2: “Emery Court, Street Naming Bylaw 8376, 2019”
<table>
<thead>
<tr>
<th>REVIEWED WITH:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Planning</td>
<td>Clerk's Office</td>
</tr>
<tr>
<td>Development Planning</td>
<td>Communications</td>
</tr>
<tr>
<td>Development Engineering</td>
<td>Finance</td>
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<tr>
<td>Utilities</td>
<td>Fire Services</td>
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<td>Engineering Operations</td>
<td>ITS</td>
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<td>Facilities</td>
<td>Real Estate</td>
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<td>Human Resources</td>
<td>Bylaw Services</td>
</tr>
</tbody>
</table>

External Agencies:
- Library Board
- NS Health
- RCMP
- NVRC
- Museum & Arch.
- Other:
COUNCIL POLICY

Title | Naming Selection Criteria and Procedures
---|---
Section | Corporate Administration

Policies

It is the policy of Council that there be Naming Selection Criteria and Procedures to provide a consistent and transparent approach to the naming of streets, parks, community facilities and places in the District of North Vancouver and to inform the work of the Place Naming Committee and Council decision making regarding name selection.

Policy approved on: February 16, 2015

Procedure

The following procedures are used to implement this policy, but do not form part of the policy. These procedures may be amended from time to time at the discretion of the Chief Administrative Officer.

General procedures apply to the naming of all categories—streets, parks, community facilities and places. Specific procedures that follow provide additional detail that applies to individual categories only.

Definitions:

For the purposes of this policy:

"Community facilities" shall include community recreational or social facilities may include community recreational facilities, indoor/outdoor sports facilities (e.g. tennis courts) libraries, theatres, galleries, arts and other facilities and public buildings as well as interior rooms or spaces, that serve as places for social, recreational, cultural and other related purposes and may be District owned and operated, or operated by the North Vancouver Recreation Commission, Library Services or other agency or non-profit for the benefit of District residents.

"Parks" shall include District park land and park assets such as sports fields, golf courses, playgrounds, fountains, trails, multi-use pathways and bridges, natural open space and village greens.

"Places" shall include town and village centres, neighbourhoods and may also include public plazas and public art.
“Streets” shall include public and private roads, highways, lanes, bridges and other road designations as per Appendix A. May also include trails and multi-use pathways that are not park land.

General Name Selection Criteria:

Consider names that:
- have a strong connection to the local community;
- reflect cues from the local context and have historical, social or cultural relevance;
- may reference local geographic and environmental features such as mountains, rivers, creeks, coves, flora and fauna;
- engender a positive image;
- are not the same as or sound similar to existing North Shore names;
- avoid duplicating existing MetroVancouver names, where possible;
- generally avoid honourific or personal names except in occasional circumstances as warranted;
- avoid difficult pronunciation and spelling; and
- do not lend themselves to inappropriate abbreviations or acronyms.

General Consideration of Honourific or Personal Names:

Consideration of honourific names will first be deliberated by Council prior to community engagement.

Where honouring of special persons and use of personal names is warranted, then names should only be considered:

a. posthumously for those individuals who have been deceased for at least two years, with exceptions to be approved by Council;
b. with informed written consent of the named party’s next of kin;
c. where there is indication of broad District or neighbourhood support for this name;
d. when the nominated person is well-respected, well-recognized and has made an exceptional positive contribution to community civic and/or community health and well-being; and
e. where there is a clear connection between the community contribution of the individual or family and the street, park, facility or place being named.

Persons currently holding elected office, persons currently working for the District, persons actively serving the District on and standing or advisory committees, or local developers, shall not be considered for naming.

If an honourific name is selected, the family of the individual or family who is being honoured by the naming will be invited to a Council meeting and the Mayor will read and present a framed naming proclamation or plaque.

These procedures for honourific naming are not intended to provide direction for corporate and sponsorship name recognition which are instead addressed in the Corporate Sponsorship Policy.
Engagement Process:

The public engagement used for any given project will be determined by the level of community significance and/or the number of community members potentially impacted by, or who may have an interest in the name selection.

For smaller-scale naming or renaming projects (e.g. local streets or a neighbourhood park) the public engagement process may include input from the local neighbourhood surrounding the site.

For larger-scale naming or renaming projects (e.g. community facility or town centre) the public engagement process may include a larger portion of the District or possibly the entire District.

Both scenarios will include multiple channel opportunities for public input including online, in person, by phone and in writing.

Decision Making and Approval Process:

Council retains final decision making authority for the approval of all new names, unless specified otherwise by Council.

Council may, at its discretion and at any time, determine if a new or existing name (honourific or otherwise) is no longer appropriate and move to consider a new name.

Facilities, places and other areas for Corporate Sponsorship and Place Naming consideration are to be coordinated on an annual basis and reviewed by the Executive Committee.

Administration of New Name:

Following the selection of a new name, District staff will notify relevant public utility organizations, government agencies, emergency responders, internal departments (for updates to databases and GeoWEB), Google Maps, and other groups as needed, of this change. Updates to various plans and/or bylaws may also be needed, as appropriate.

SPECIFIC PROCEDURES

The following specific procedures apply to individual categories as identified only.

Street Naming Procedures:

Street Name Selection Criteria
In addition to the general criteria listed above, the following criteria will also be considered for street naming:

- The name should be concise and easy to pronounce.
• Extensions of a common name should generally be limited to one duplication (e.g. Byron Road and Byron Place) and take into account the Road Designations per Appendix A.
• Where a collector street changes direction, it shall retain its same name.

Street Name Administration Process
1. Naming of new private roads does not require bylaw adoption and can be implemented by the Planning Department through the Development Permit process, prior to building addressing.
2. New public road names are generally, however not mandatorily, introduced through the subdivision application process.
3. Naming or renaming of public streets that are not identified on Development Permit plans will be approved by Council by bylaw.
4. Once such bylaw is adopted, the District will send notification to property owners and residents and advise them to change their address and notify any contacts. (Canada Post generally provides a one-year grace period).

Parks Naming Procedures:
Parks Related Definitions:

"Ease of Locating" means a name that assists in the finding of a park by citizens unfamiliar with its location within the District.

"Special Person" means a person(s) who has broad District or broad neighbourhood recognition and acceptance for their community work, and is recommended for such recognition in a public manner, in a public place.

Parks Name Selection Criteria
In addition to the general criteria listed above, the following criteria will also be considered for park naming:
• The District of North Vancouver will name parks after adjacent streets or known neighbourhoods for ease of locating;
• Existing parks that are already named are generally not to be renamed after special persons either living or dead;
• Parks that are not named at the time of their approval, (through the appropriate dedication or zoning) or later, at their time of development or any other time, are only to be given names that follow adjacent street names or the names of the neighbourhood in which they are located, or adjacent geographic features such as mountains rivers, creeks and coves, or names of adjacent community centres.
• Small, locally used parkettes may be exempted from the policy, only if they do not currently have a name and there is a direct association of the parkette and the community contribution of the individual being honoured.

Use of Honourific Names
Honourific or personal names should not be considered for the naming of public parks, but may be considered for assets within parks such as a sports fields, golf courses, play grounds, fountains, trails, benches, park facilities, multi-use pathways and bridges, picnic shelters and gardens, as long as there is a clear connection between the community contribution of the individual and the facility or area being named.

- The funding of the approved means to honour a special person (i.e. plaques, landscape amenities, etc. and all the installation or renovation costs) is generally to be fully covered by the proponents.

Administration Process for Naming Parks
Council approval, but no bylaw is needed to administer the name change.
Consultation with potentially affected local or community groups and the general public on name ideas may occur if, and as directed by Council.

Community Facility Naming Procedure:

Community Facility Selection Criteria
In addition to the general criteria listed above, the following criteria will also be considered for community facility naming. The name may:

- reflect the geographic location of the facility including but not limited to: a well-known street, natural feature, neighbourhood or subdivision;
- reflect or share the name of an adjacent park;
- commemorate an historic event (e.g. centennial) or event of cultural significance (e.g. Olympics);
- help create an identity appropriate to public communications and marketing as well as civic and community goals; and
- reflect user programs and services as a secondary naming consideration.

Features and spaces within a facility can be named separately from the facility.

Use of Honourific Names
Honourific or personal names should not be considered for the naming of community recreation facilities, libraries, theatres, galleries, arts and other facilities centres, but may be considered for the naming of individual rooms and interior spaces within these facilities.

Where a facility is operated by NVRC, Libraries, other agency or non-profit group for the benefit of District residents, Council may at its discretion, consider the names of special persons or other names recommended by these agencies for the interior spaces and rooms within community facilities; or Council may delegate the naming of these interior spaces and rooms to the relevant organization or agency.

Administration Process for Naming Community Facilities
Council approval, but no bylaw is needed to administer the name change.
Consultation with potentially affected local or community groups and the general public on name ideas may occur if, and as directed by Council.

**Place Naming Procedure:**

**Place Naming Selection Criteria**
In addition to the general criteria listed above, the following criteria will also be considered for place naming. The name should:

- take cues from the local, geographic, historical, social or cultural context;
- have a strong positive connection to the local community;
- consider the emerging identity and character for town and village centres; and
- contribute to the establishment of community identity and sense of place.

It is anticipated that place naming will require substantive community engagement.

**Use of Honourific Names**
Honourific or personal names should not be considered for the naming of neighbourhoods, towns or village centres, but may be considered for the naming of outdoor spaces and public plazas.

**Administration Process for Naming Places**
Council approval, but no bylaw is needed to administer the name change. Consultation with potentially affected local or community groups and the general public on name ideas may occur if, and as directed by Council.
## Appendix A: Types of Road Designations

<table>
<thead>
<tr>
<th>Road Designation</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>Avenue</td>
<td>Straight through-road, generally north-south</td>
<td>Tatlow Avenue</td>
</tr>
<tr>
<td>Boulevard</td>
<td>Landscaped major road</td>
<td>Grand Boulevard</td>
</tr>
<tr>
<td>Close</td>
<td>Short cul-de-sac</td>
<td>Ashley Close</td>
</tr>
<tr>
<td>Court</td>
<td>Cul-de-sac</td>
<td>Francisco Court</td>
</tr>
<tr>
<td>Crescent</td>
<td>Curved through road</td>
<td>Tempe Crescent</td>
</tr>
<tr>
<td>Drive</td>
<td>Continuous route of some length</td>
<td>Marine Drive</td>
</tr>
<tr>
<td>Gardens</td>
<td>Centrally landscaped residential road</td>
<td>Ottawa Gardens</td>
</tr>
<tr>
<td>Gate</td>
<td>Entrance road to a subdivision</td>
<td>Parkgate</td>
</tr>
<tr>
<td>Highway</td>
<td>Provincial arterial road</td>
<td>TransCanada Highway</td>
</tr>
<tr>
<td>Lane</td>
<td>Basic legal term for a narrow public way</td>
<td>Parkside Lane</td>
</tr>
<tr>
<td>Parkway</td>
<td>Ideally, a landscaped or scenic highway</td>
<td>Mount Seymour Parkway</td>
</tr>
<tr>
<td>Path</td>
<td>Basic legal term for a public pedestrian way</td>
<td>Bridal Path</td>
</tr>
<tr>
<td>Place</td>
<td>Single or double cul-de-sac</td>
<td>Trillium Place</td>
</tr>
<tr>
<td>Point</td>
<td>Central road on a promontory of land</td>
<td>Lookout Point</td>
</tr>
<tr>
<td>Road</td>
<td>Basic legal term for a public way</td>
<td>Lynn Valley Road</td>
</tr>
<tr>
<td>Street</td>
<td>Straight through-road, generally east-west</td>
<td>29th Street</td>
</tr>
<tr>
<td>Trail</td>
<td>Wooded pedestrian way</td>
<td>Baden-Powell Trail</td>
</tr>
<tr>
<td>Way</td>
<td>Meandering residential road</td>
<td>Starlight Way</td>
</tr>
<tr>
<td>Walk</td>
<td>Improved pedestrian way</td>
<td>Sea Walk</td>
</tr>
</tbody>
</table>
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The Corporation of the District of North Vancouver

Bylaw 8376

A bylaw to name a portion of highway

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

Citation

1. This bylaw may be cited as "Emery Court, Street Naming Bylaw 8376, 2019".

Naming of Highway

2. That portion of land legally described as PID 005-213-266, Lot 22, Block W, District Lot 2022, Plan 12301 shown outlined in bold and hatched on the plan attached hereto as Schedule A to this bylaw is hereby named "Emery Court".

READ a first time

READ a second time

READ a third time

ADOPTED

Mayor

Municipal Clerk

Certified a true copy

Municipal Clerk
The District of North Vancouver
REPORT TO COUNCIL

April 9, 2020
File: 05.1930

AUTHOR: Rozy Jivraj, Manager, Revenue & Taxation

SUBJECT: Waiving Interest on Overdue (non-tax) Accounts Receivable

RECOMMENDATION:
THAT The Fees and Charges Bylaw 6481, 1992 is amended by adding the following entry for Interest on overdue (non-tax) accounts receivable in the Financial Services table of Schedule A, Corporate and Finance Fees:

“This interest charge is not applicable to overdue (non-tax) accounts receivable for the period April 1, 2020 to July 31, 2020 inclusive.”

REASON FOR REPORT:
To provide flexibility to residents and businesses amid the COVID-19 Pandemic being experienced locally and around the world, by temporarily waiving the 2% interest charge on overdue (non-tax) accounts receivable.

OVERVIEW:
In response to the COVID-19 pandemic staff recommend suspending the 2% monthly interest charge on all non-tax accounts receivable on a temporary basis from April 1, 2020 to July 31, 2020. This short-term financial measure will assist residents and business during this unprecedented time.

The current fees and charges bylaw allows for a monthly interest charge of 2% on any overdue (non-tax) accounts receivable. This primarily relates to trade receivables and utility charges.

Several municipalities have also temporarily waived interest charges on their overdue (non-tax) accounts receivable such as Kelowna and Burnaby. Many others in the lower mainland are considering temporary relief measures to aid its customers’ cash flow.
SUBJECT: Waiving Interest on Overdue (non-tax) Accounts Receivable
April 9, 2020

REVENUE IMPACT:
The financial impact of this proposed amendment is estimated to be approximately $10,000.

CONCLUSION:
Amending the bylaw during this pandemic will provide temporary relief to those experiencing difficulty in meeting their financial obligations.

The District is closely monitoring the situation and exploring all options. Additional information and recommendations will be brought forward as appropriate.

Respectfully submitted,

Rozy Jivraj
Manager, Revenue and Taxation

REVIEWED WITH:

- Community Planning
- Development Planning
- Development Engineering
- Utilities
- Engineering Operations
- Perks
- Environment
- Facilities
- Human Resources
- Clerk's Office
- Communications
- Finance
- Fire Services
- ITS
- Solicitor
- GIS
- Real Estate
- Bylaw Services

External Agencies:
- Library Board
- NS Health
- RCMP
- NVRC
- Museum & Arch.
- Other:
The Corporation of the District of North Vancouver

Bylaw 8438

A bylaw to amend Fees and Charges Bylaw 6481, 1992

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

Citation

1. This bylaw may be cited as “Fees and Charges Bylaw 6481, 1992 Amendment Bylaw 8438, 2020 (Amendment 65)”.

Amendments

2. Fees and Charges Bylaw 6481, 1992 is amended by adding the following to the entry for Interest on overdue (non-tax) accounts receivable in the Financial Services table of Schedule A Corporate and Finance Fees:

“This interest charge is not applicable to overdue (non-tax) accounts receivable for the period April 1, 2020 to July 31, 2020 inclusive.”

READ a first time

READ a second time

READ a third time

ADOPTED

_________________________________________  ________________________________
Mayor                                                   Municipal Clerk

Certified a true copy

_________________________________________
Municipal Clerk

Document: 4337267

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