

# AGENDA

## *SPECIAL MEETING OF COUNCIL*

**Monday, June 29, 2026**

**5:00 p.m.**

**Council Chambers, Municipal Hall**

**355 West Queens Road**

**North Vancouver, BC**

**Watch at <https://dnv.org.zoom.us/j/64484156494>**

**Council Members:**

Mayor Mike Little

Councillor Jordan Back

Councillor Betty Forbes

Councillor Jim Hanson

Councillor Herman Mah

Councillor Lisa Muri

Councillor Catherine Pope



[www.dnv.org](http://www.dnv.org)

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## SPECIAL MEETING OF COUNCIL

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Monday, June 29, 2026

Council Chambers, Municipal Hall,

355 West Queens Road, North Vancouver

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### AGENDA

We respectfully acknowledge the original peoples of these lands and waters, specifically the səlilwətał (Tsleil-Waututh), Skw̓xwú7mesh Úxwumixw (Squamish), and xʷməθkʷəy̓əm (Musqueam), on whose unceded ancestral lands the District of North Vancouver is located. We value the opportunity to learn, share, and serve our community on these unceded lands.

### CLOSED PUBLIC HEARING ITEMS NOT AVAILABLE FOR DISCUSSION

- Bylaw 8650 – OCP Amendment 1900-1950 Sandown Place
- Bylaw 8651 – Rezoning 1900-1950 Sandown Place
- Bylaw 8739 – OCP Amendment 520 Mountain Highway
- Bylaw 8738 – Rezoning 520 Mountain Highway
- Bylaw 8779 – OCP Amendment 1246-1268 Lynn Valley Road and 3050-3174 Baird Road
- Bylaw 8780 – Rezoning 1246-1268 Lynn Valley Road and 3050-3174 Baird Road
- Bylaw 8778 – Rezoning 100 Amherst Avenue
- Bylaw 8787 – OCP Amendment District-wide Residential Zoning Update to Replace RS Zoning
- Bylaw 8799 – Rezoning District-wide Residential Zoning Update to Replace RS Zoning

## 1. ADOPTION OF THE AGENDA

### 1.1. June 29, 2026 Special Meeting Agenda

*Recommendation:*

THAT the agenda for the June 29, 2026 Special Meeting of the District of North Vancouver is adopted as circulated, including the addition of any items listed in the agenda addendum.

**2. ADOPTION OF MINUTES**

**3. PUBLIC INPUT**

(limit of three minutes per speaker to a maximum of thirty minutes total)

**4. RECOGNITIONS**

**5. DELEGATIONS**

**6. RELEASE OF CLOSED MEETING DECISIONS**

**7. COMMITTEE OF THE WHOLE REPORT**

**8. REPORTS FROM COUNCIL OR STAFF**

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

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

*Recommendation:*

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

**8.1. Bylaw 8798: Sewer Bylaw 6656 Amendment**

**p.9-13**

File No. 09.3900.20/000.000

Report: Deputy Corporate Officer, Legislative Services, June 15, 2026

Attachment 1: Bylaw 8798

*Recommendation:*

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8798, 2026 (Amendment 39)" is ADOPTED.

**8.2. DAPR Update and Construction Bylaw Amendments**

**p.15-30**

File No.

Report: Section Manager Administration and Continuous Improvement,  
June 15, 2026

Attachment 1: DAPR Implementation Report Card – 2026 Q2

Attachment 2: Bylaw 8797

Attachment 3: Bylaw 8797 – Redline Version

*Recommendation:*

THAT “Construction Bylaw 8271, 2017 Amendment Bylaw 8797, 2026 (Amendment 4)” is given FIRST, SECOND, and THIRD Readings.

**8.3. Allocation of Strategic Facilities Plan (SFP) Provision to Priority Projects**

**p.31-72**

File No. ENGOPS-1497676484-48

Report: General Manager, Engineering Public Works, June 17, 2026

Attachment 1: Lynn Valley Library Refresh Project Update Information Report to Council

Attachment 2: Capilano Library Refresh Project Update Information Report to Council

Attachment 3: Fire Hall #2 (Lynn Valley) Major Renewal Project Update Information Report to Council

Attachment 4: District Hall Renewal Project Update Information Report to Council

Attachment 5: East Cates Park/Whey-ah-Wichen Washroom Replacement Project Update Information Report to Council

Attachment 6: West Cates Park/Whey-ah-Wichen Washroom Replacement (Phase 1) Information Report to Council

*Recommendation:*

THAT Council direct Administration to amend the 5-year capital plan with allocations of the Strategic Facilities Plan Provision funding for the following priority facility projects:

- a) Lynn Valley Library Refresh – \$1,750,000;
- b) Capilano Library Refresh – \$3,283,000;
- c) Fire Hall #2 (Lynn Valley) Major Renewal – \$4,000,000;
- d) District Hall Renewal Project – \$5,000,000;
- e) East Cates Park/Whey-ah-Wichen Washroom Replacement – \$1,783,000; and
- f) West Cates Park/Whey-ah-Wichen Washroom Replacement (Phase 1) – \$3,344,000.

**9. ADJOURNMENT**

*Recommendation:*

THAT the June 29, 2026 Special Meeting for the District of North Vancouver is adjourned.


## REPORTS

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AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input type="checkbox"/> Other:	Date: _____



Dept.  
Manager



GM/  
Director



CAO

## The District of North Vancouver REPORT TO COUNCIL

June 15, 2026  
File: 09.3900.20/000.000

**AUTHOR:** Rhonda Schell, Deputy Corporate Officer, Legislative Services

**SUBJECT:** **Bylaw 8798: Sewer Bylaw 6656 Amendment**

**RECOMMENDATION:**

THAT "Sewer Bylaw 6656, 1994, Amendment Bylaw 8798, 2026 (Amendment 39)" is ADOPTED.

**BACKGROUND:**

Bylaw 8798 received first, second and third readings on June 15, 2026 ([Staff report dated June 2, 2026](#)).

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

**Options:**

1. Adopt the bylaw;
2. Give no further readings and abandon the bylaw at third reading; or,
3. Rescind third reading and debate possible amendments to the bylaw.

Respectfully submitted,



Rhonda Schell  
Deputy Corporate Officer, Legislative Services

Attachment:

1. Bylaw 8798

REVIEWED WITH:		
<input type="checkbox"/> Business and Economic _____	<input type="checkbox"/> Finance _____	External Agencies:
<input type="checkbox"/> Bylaw Services _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Clerk's Office _____	<input type="checkbox"/> Golf _____	<input type="checkbox"/> Museum and Archives _____
<input type="checkbox"/> Climate and Biodiversity _____	<input type="checkbox"/> Housing _____	<input type="checkbox"/> NSEM _____
<input type="checkbox"/> Communications _____	<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Community Planning _____	<input type="checkbox"/> Integrated Planning _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Development _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> RCMP _____
Engineering _____	<input type="checkbox"/> Parks _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Real Estate _____	
<input type="checkbox"/> Engineering _____	<input type="checkbox"/> Solicitor _____	
Infrastructure _____	<input type="checkbox"/> Transportation _____	
<input type="checkbox"/> Engineering Public _____		
Works _____		
<input type="checkbox"/> Environment _____		
<input type="checkbox"/> Facilities _____		

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

**Bylaw 8798**

A bylaw to amend Sewer Bylaw 6656, 1994

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

**Citation**

1. This bylaw may be cited as “Sewer Bylaw 6656, 1994, Amendment Bylaw 8798, 2026 (Amendment 39)”.

**Amendments**

2. Sewer Bylaw 6656, 1994 is amended as follows:

- a) Section 7.5 is deleted and replaced with new section 7.5 set out below:

“7.5 Notwithstanding section 7.2, under no circumstance shall a proposed houseplex redevelopment discharge groundwater to the storm sewer system. For the purpose of this section 7.5, section 8.1, and section 9.1 “houseplex redevelopment” means ground-oriented detached or semi-detached housing redevelopment with an emphasis on above ground living, and containing 4, 5 or 6 dwelling units on one lot.”

- b) The words “small-scale multi-family redevelopment” are deleted wherever they appear in the Bylaw and replaced with the words “houseplex redevelopment”

- c) Section 8.1 is deleted and replaced with new section 8.1 set out below:

“8.1 For any proposed houseplex redevelopment:

- a) every sanitary drainage system shall discharge into a sanitary sewer connection connected to the sanitary sewer system;
- b) no discharge into a sanitary sewer connection connected to the sanitary sewer system is permitted if:
  - (i) the Director determines that the capacity of the sanitary sewer system and/or the capacity of a Greater Vancouver Sewerage and Drainage District (GVS & DD) sanitary sewer system in:
    - A. the catchment area in which the proposed houseplex redevelopment is to be located; and

- B. all catchment areas downstream of the catchment area in which the proposed houseplex redevelopment is located

would, or potentially could, be insufficient to service, now or in the future, the proposed houseplex redevelopment if, now or in the future, 100% of the parcels in the catchment area in which the proposed houseplex redevelopment is located and which are zoned to permit no more than 4 dwelling units are developed to the maximum number of dwelling units per parcel permitted under the District's Zoning Bylaw (the "**Capacity Issues**"); and

- (ii) the District does not have a formal Council-approved plan in place to upgrade the sanitary sewer system as necessary to fully address the Capacity Issues. Any such plan would have to take into account the cost of the infrastructure upgrades for the projected build-out, the District's budgetary constraints and any other constraints.

This section 8.1 does not apply to any development (or redevelopment) on any parcel for which a complete building permit application was received on or before the date that Sewer Bylaw 6656, 1994, Amendment Bylaw 8798, 2026 (Amendment 39) is adopted.

d) Section 9.1 is deleted and replaced with new section 9.1 set out below:

"9.1 For any proposed houseplex redevelopment:

- a) all storm water, drainage, clear waste water and run-off from hard surfaces shall discharge into the storm sewer system.
- b) no discharge into the storm sewer system is permitted if the storm sewer system does not extend to the site of the proposed houseplex redevelopment unless the District in its discretion approves such an extension;
- c) no discharge into the storm sewer system is permitted if:
  - (i) the Director determines that the capacity of the storm sewer system in:
    - A. the catchment area in which the proposed houseplex redevelopment is located; and
    - B. all catchment areas downstream of the catchment area in which the proposed houseplex redevelopment is located

would, or potentially could, be insufficient to service, now or in the future, the proposed houseplex redevelopment if, now or in the future, 100% of the parcels in the catchment area in

which the proposed houseplex redevelopment is located and which are zoned to permit no more than 4 dwelling units are developed to the maximum number of dwelling units per parcel permitted under the District's Zoning Bylaw, all as determined by the Director (the "**Capacity Issues**"); and

- (ii) the District does not have a formal Council-approved plan in place to upgrade the sanitary sewer system as necessary to fully address the Capacity Issues. Any such plan would have to take into account the cost of the infrastructure upgrades for the projected build-out, the District's budgetary constraints and any other constraints.

This section 9.1 does not apply to any development (or redevelopment) on any parcel for which a complete building permit application was received on or before the date that Sewer Bylaw 6656, 1994, Amendment Bylaw 8798, 2026 (Amendment 39) is adopted.

**READ** a first time June 15, 2026

**READ** a second time June 15, 2026

**READ** a third time June 15, 2026

**ADOPTED**

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Mayor

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Corporate Officer

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AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: June 29, 2026
<input type="checkbox"/> Other:	Date: _____

 _____ Dept. Manager	 _____ GM/ Director	 _____ CAO
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## The District of North Vancouver REPORT TO COUNCIL

June 15, 2026

**AUTHOR:** Lisa Stalham, Section Manager Administration and Continuous Improvement

**SUBJECT: DAPR Update and Construction Bylaw Amendments**

### RECOMMENDATION:

THAT District of North Vancouver Construction Bylaw 8271, 2017 Amendment Bylaw 8797, 2026 (Amendment 4) is given FIRST, SECOND, and THIRD Readings.

### REASON FOR REPORT:

This report provides Council with an update on the Development Approvals Process Review (DAPR) program and presents to Council proposed improvements to the Construction Bylaw.

### SUMMARY:

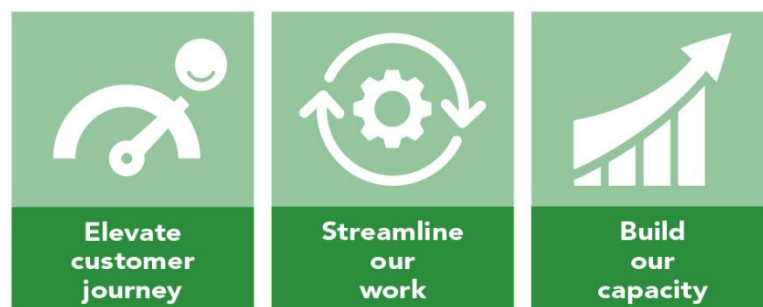
Firstly, the DAPR program is progressing as planned with recent activity outlined in the quarterly report card (**Attachment 1**).

Secondly, amendments to the Construction Bylaw are proposed:

- Coach Houses: simplify the requirements for coach house applications;
- Construction Value: update the Value of Works reference table; and
- Permit Extensions: minor housekeeping amendment to the permit extension process.

### BACKGROUND:

The District launched its DAPR program in March 2023, engaged consultants to conduct an in-depth review through fall 2024, and launched the implementation phase in January 2025.



The project aims to elevate the customer journey, streamline work, and build organizational capacity through:

- standardizing processes and resources,
- creating a culture of continuous improvement, and
- updating regulatory and operational frameworks.

**EXISTING POLICY:**

The DAPR program is supported by the following District plans, bylaws, and strategies:

- [Corporate Plan \(2023-2026\)](#), Goal: Achieve a Balanced and Fair Economy, Priority 3: Reduce permit approval times
- [Official Community Plan \(2011\)](#), Policy 8.2.2: Work to reduce permit approval times and to simplify and streamline regulations.
- [OCP Action Plan \(2021\)](#), Supporting Actions 16: Considering ways to reduce development application review timelines, and 20: Streamlining municipal procedures and permitting processes
- [Economic Development Strategy \(2024\)](#), Objective 2: Streamline District business regulations, processes, and services and facilitate permitting and licencing for local businesses

**DAPR UPDATE:**

The DAPR implementation program is now halfway complete on schedule and on budget. Implementation activity is outlined in the attached DAPR Implementation Report Card (**Attachment 1**). Some highlights follow.

Simplifying permit applications

Recent successes which simplify permit applications include:

- *Redesign the online experience* for building permit applicants based on detailed research with applicants.
- *Reduce the steps* required for a building permit by consolidating soil and tree applications with the building permit application.
- *Simplify heat pumps* with a dedicated application page and streamlined process.
- *Improve accuracy and efficiency* by automating application data entry.

Single family building permit service standards

The new single family building permit application process has reduced processing times by more than 50% from application submission to issuance. Having a consistent timeline allows clear expectations to be provided to applicants. This new service standard for single family building permits will be communicated as “3-6-6”:

- 3 weeks for staff to communicate whether the application is complete
- 6 weeks for staff to complete a detailed review
- 6 weeks for an applicant to respond to staff’s detailed review and for staff to issue the permit (Note: The 6 weeks estimated timeline is primarily related to the applicant’s ability to modify their application in response to staff’s feedback)

As part of the DAPR commitment to continuous improvement, this service level standard will be measured and reported regularly allowing ongoing refinement over time.

Building on the success of this process changes, staff are piloting similar process changes with other permit types and look forward to reporting on progress.

**ANALYSIS OF PROPOSED BYLAW AMENDMENTS:**

Process refinement associated with the DAPR program was anticipated to involve regulatory change such as the recent updates to the OCP and Development Procedures Bylaw, and the ongoing Zoning Bylaw rewrite.

The Construction Bylaw amendments proposed in this report are intended to improve the user experience and management of the development approvals process.

Coach houses:

Staff recommend exempting coach houses from the requirement to engage the services of a building envelope professional. Given the smaller scale and generally lower complexity of coach houses, this amendment will simplify permit requirements and streamline the permitting process for homeowners and developers.

Construction value reference table:

The Construction Bylaw includes *Schedule A – Value of Work*, a reference table used to provide minimum construction values. Construction values are used to calculate building permit fees and evaluate thresholds for servicing and utility reviews.

The reference table was last updated in December 2022. The cost of construction (labour and materials) has continued to increase over time. Staff therefore recommend a 12% increase to maintain its effectiveness as an administrative tool and to support consistent application of permit valuation requirements.

Permit Extensions:

A minor housekeeping amendment is proposed to the permit extension process.

**TIMING:**

If adopted, it is proposed that the bylaw take effect immediately. Building permit applications received after bylaw adoption would benefit from the new rules.

**PUBLIC INPUT AND INDUSTRY ENGAGEMENT:**

Industry and stakeholder engagement is an ongoing part of the DAPR program. General public input will be received in response to the notice for these bylaws.

**CONCURRENCE:**

This report has been reviewed with Building and Inspections, Legal, and Finance.

**FINANCIAL IMPACTS:**

The proposed update to the reference table in *Bylaw 8271 Schedule A - Value of Work* is not anticipated to have a significant impact on applicant fees nor District revenue and the function will continue to operate on a cost recovery model. The reference table is only used in a limited number of applications where the declared construction value does not accurately

reflect the scope of work. Any increase is incidental to the objective of maintaining an accurate valuation schedule.

**LIABILITY/RISK:**

The proposed Construction Bylaw amendment to exempt coach houses from the requirement for a building envelope professional design certification, the BC Building Code requirements are still in force.

**CONCLUSION:**

The DAPR program is progressing as planned.

Staff recommend that Council support the proposed bylaw amendments to simplify and streamline permit application and review.

**OPTIONS:**

The following options are available for Council's consideration:

1. Give Bylaw 8797 First, Second, and Third Readings (staff recommendation); or
2. Provide alternative direction to staff.

Respectfully submitted,



Lisa Stalham

Section Manager Administration and Continuous Improvement

**ATTACHMENTS:**

1. DAPR Implementation Report Card – 2026 Q2
2. Construction Bylaw 8271, 2017 Amendment Bylaw 8797, 2026 (Amendment 4)
3. Bylaw 8797 – Redline version

**SCHEDULE A to BYLAW 8271 – VALUE OF WORK**

**Residential**

<b>Construction</b>	<b>\$/Sq.M</b>	<b>\$/Sq.Ft.</b>
Crawlspace	578.67	54.00
Unfinished Basement	1,012.67	94.00
Main Floor	2,230.28	207.00
Upper Floor	2,025.34	188.00
Additional Floors	2,2025.34	188.00
Basement or space finishing	1,012.67	94.00
Basement with secondary suite	868.00	80.00
Additions	120%	120%
Garages	940.34	87.00
Carports	578.67	54.00
Verandas/Covered decks	723.33	67.00
Sundeck	578.67	54.00
Carport infill to create garage	434.00	40.00
Garage/carport infill to create living area	651.00	60.00
Sundeck enclosure to create living area	1,085.00	100.00
Detached Garages	1,157.34	108.00

**Demolition**

Minor - less than or equal to 100 m <sup>2</sup>	\$7,500.00
Major - greater than 100 m <sup>2</sup>	\$15,000.00

**REVIEWED WITH:**

- Community Planning \_\_\_\_\_
- Development Planning \_\_\_\_\_
- Development Engineering \_\_\_\_\_
- Utilities \_\_\_\_\_
- Engineering Operations \_\_\_\_\_
- Parks \_\_\_\_\_
- Environment \_\_\_\_\_
- Facilities \_\_\_\_\_
- Human Resources \_\_\_\_\_
- Review and Compliance \_\_\_\_\_

- Clerk's Office \_\_\_\_\_
- Communications \_\_\_\_\_
- Finance RD
- Fire Services \_\_\_\_\_
- ITS \_\_\_\_\_
- Solicitor \_\_\_\_\_
- GIS \_\_\_\_\_
- Real Estate \_\_\_\_\_
- Bylaw Services \_\_\_\_\_
- Planning \_\_\_\_\_

- External Agencies:
- Library Board \_\_\_\_\_
  - NS Health \_\_\_\_\_
  - RCMP \_\_\_\_\_
  - NVRC \_\_\_\_\_
  - Museum & Arch. \_\_\_\_\_
  - Other: \_\_\_\_\_



**We are working to improve and simplify our development approvals process.**


The development approvals process refers to applications, permitting, inspections, engineering reviews, related utility works, and more – essentially everything related to development projects, from simple renovations to constructing new buildings.

**STATUS**

Complete    
  Underway    
  Upcoming    
  Continuous

 <b>Elevate customer journey</b>	<b>STATUS</b>
Provided staff and manager training in service excellence; senior management endorsed internal service excellence commitment.	<input type="checkbox"/>
Investigated ways to better support our applicants online, by surveying and interviewing recent applicants.	<input type="checkbox"/>
Implemented a new communication management tool for Engineering Administration and Customer Service to improve the service delivery process	<input type="checkbox"/>
Improved online resources for common engineering-related fees on Building Permits.	<input type="checkbox"/>
Allow surety bonds as a payment option to guarantee completion of works and services required under a Servicing Agreement.	<input type="checkbox"/>
Amended procedures to accommodate the amended Development Cost Charge and Amenity Cost Charge (Instalments) Regulation effective from January 2026 to allow payment in instalments and use of on-demand surety bonds.	<input type="checkbox"/>

Council adopted recommendations to improve process efficiency through regulatory change.	
Publish guidelines on Stormwater Management Plan & Geotechnical Report requirements for Building Permit applications.	
Improving resources such as notifications, guides, requirements, and templates to help applicants produce high quality submissions.	
Reimagine the online experience for building permit applicants.	
Streamline the process for residential heat pump permits.	
Expand payment options for fees and security deposits to streamline the experience for applicants and reduce administration.	
Increase communication and transparency on non-single family building permits by sending automatic updates during application review.	
Explore opportunities to use artificial intelligence and MyDNV to improve the experience for online applicants.	
Evaluate opportunities to expand where surety bonds are allowed as a payment option beyond those already created through DAPR.	

 <b>Streamline our work</b>	<b>STATUS</b>
Completed a detailed review of the current single family new construction building permit process. Results inform process redesign to make it more transparent and efficient.	
Completed a detailed review of the non-single family new construction building permit process to inform process redesign.	
Expanded automation of data entry to increase accuracy and efficiency on gas permit applications.	

Implemented a new review process for single family building permit applications to improve transparency, communication, timelines, and outcomes.	<input checked="" type="checkbox"/>
Rebuilt the significant development applications section of DNV.org to automatically display project details from permit tracking software.	<input checked="" type="checkbox"/>
Reduced the steps required for a building permit by consolidating soil and tree applications with the building permit application to create efficiencies for customers and staff.	<input checked="" type="checkbox"/>
Conduct a detailed review of the planning application process for significant development applications. Results will inform process redesign.	<input type="checkbox"/>
Migrate document management system to MS SharePoint to align with other enterprise systems and improve user experience.	<input type="checkbox"/>
Establish MOU with Metro Vancouver to streamline hazard tree management on Metro Parks and Watershed land and facilities within the District.	<input type="checkbox"/>
Expand automation of data entry to increase accuracy and efficiency on trade applications.	<input type="checkbox"/>
Explore opportunities to automate further steps in the trade application workflow to improve staff efficiency.	<input type="checkbox"/>
Implement a risk-based approach to inspections.	<input type="checkbox"/>
Pilot a new review process for non-single family building permit applications to improve transparency, communication, timelines, and outcomes.	<input type="checkbox"/>
Redesign the non-single family new construction building permit process to streamline and improve the experience.	<input type="checkbox"/>
Refine the processes involved in managing encroachments related to building permits.	<input type="checkbox"/>
Review inspection requirements and guidance to provide clear, timely, effective inspection services.	<input type="checkbox"/>
Continue to examine and redesign additional application processes further to those complete and underway to improve efficiency and effectiveness.	<input type="checkbox"/>

Develop and implement a triage and prioritisation protocol for single-family building permit applications to find efficiencies and address organizational priorities.	
Explore opportunities to use technology to streamline zoning compliance checks during single-family building permit review.	

 <b>Build our capacity</b>	<b>STATUS</b>
Conducted change management training to promote innovation and support staff through transformation.	
Executing a change management plan to sustain efforts throughout the project and build a culture of continuous improvement.	
Align resourcing to better support the single family application review and approval process.	
Evaluate departmental skills and develop a program of training to ensure adequate resources and effective workflow throughout the development approvals process.	
Evaluate roles and responsibilities to ensure appropriate capacity and adequate resourcing.	
Implement improved governance and quality control procedures for business system.	
Support managers to adopt a continuous improvement model of service delivery including feedback channels and a custom-designed toolkit.	

The DAPR program aims to make the process easier to understand, set clearer application requirements, and improve transparency at every stage.

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

**Bylaw 8797**

A bylaw to amend Construction Bylaw 8271, 2017

---

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

**Citation**

1. This bylaw may be cited as “Construction Bylaw 8271, 2017 Amendment Bylaw 8797, 2026 (Amendment 4)”.

**Amendments**

2. Construction Bylaw 8271, 2017 is amended by:
  - a. deleting section 4.57 and replacing it with the following:

“4.57 For all new single family *construction*, the *owner* must provide *professional design* and plan certification and *field reviews* for the building envelope, supported by letters of assurance in the form specified in the current *Building Code*, with the exception of the *construction* of a coach house, as defined in the *Zoning Bylaw*, provided such *building* falls within the scope of Part 9 of the *Building Code*.”

- b. deleting sections 4.15 and substituting the following:

**“Permit Extension**

4.15 A *building official* may, from time to time, extend the period of time set out under section 4.14 by one or more additional periods of up to six months each if:

415.1 the work authorized by the *permit* has not been commenced or has been delayed or discontinued due to adverse weather, strikes, material or labour shortages, other similar hardship beyond the *owner’s* control; or

415.2 if the size and complexity of the *construction* warrants;

provided:

415.3 an application for the extension is made within 30 days prior to

the date of *permit* expiration; and

415.4 the *owner* has paid the permit extension fee prescribed in the Fees and Charges Bylaw 6481.”

- c. deleting “make” and substituting “may” in section 4.56;
- d. deleting Schedule A and substituting with the Schedule A attached to this bylaw.

**READ** a first time

**READ** a second time

**READ** a third time

**ADOPTED**

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Mayor

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Corporate Office

## SCHEDULE A to BYLAW 8271 – VALUE OF WORK

### Residential

Construction	\$/Sq.M	\$/Sq.Ft.
Crawlspace	578.67	54.00
Unfinished Basement	1,012.67	94.00
Main Floor	2,230.28	207.00
Upper Floor	2,025.34	188.00
Additional Floors	2,2025.34	188.00
Basement or space finishing	1,012.67	94.00
Basement with secondary suite	868.00	80.00
Additions	120%	120%
Garages	940.34	87.00
Carports	578.67	54.00
Verandas/Covered decks	723.33	67.00
Sundeck	578.67	54.00
Carport infill to create garage	434.00	40.00
Garage/carport infill to create living area	651.00	60.00
Sundeck enclosure to create living area	1,085.00	100.00
Detached Garages	1,157.34	108.00

### Demolition

Minor - less than or equal to 100 m <sup>2</sup>	\$7,500.00
Major - greater than 100 m <sup>2</sup>	\$15,000.00

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**The Corporation of the District of North Vancouver****Bylaw 8797**

A bylaw to amend Construction Bylaw 8271, 2017

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2. Construction Bylaw 8271, 2017 is amended by:

- a. deleting section 4.57 and replacing it with the following:

“4.57 For all new single family *construction*, the *owner* must provide *professional design* and plan certification and *field reviews* for the building envelope, supported by letters of assurance in the form specified in the current *Building Code*, **with the exception of the construction of a coach house**, as defined in the *Zoning Bylaw*, provided such *building* falls within the scope of Part 9 of the *Building Code*.”

- b. deleting sections 4.15 and substituting the following:

**“Permit Extension**

4.15 A *building official* may, **from time to time**, extend the period of time set out under section 4.14 by **one or more additional periods of up to six months each** if:

415.1 the work authorized by the *permit* has not been commenced or has been delayed or discontinued due to adverse weather, strikes, material or labour shortages, other similar hardship beyond the *owner’s* control; or

415.2 if the size and complexity of the *construction* warrants;

**provided:**

415.3 an application for the extension is made within 30 days **prior to** the date of *permit* expiration; and

415.4 the *owner* has paid the permit extension fee prescribed in the Fees and Charges Bylaw 6481.”

- c. deleting “make” and substituting “may” in section 4.56;
- d. deleting Schedule A and substituting with the Schedule A attached to this bylaw.

**SCHEDULE A to BYLAW 8271 – VALUE OF WORK**

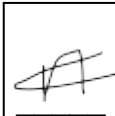
**Residential**

<b>Construction</b>	<b>\$/Sq.M</b>	<b>\$/Sq.Ft.</b>	<b>Current \$/Sq.Ft. (For comparison purposes)</b>
Crawlspace	578.67	54.00	48.00
Unfinished Basement	1,012.67	94.00	84.00
Main Floor	2,230.28	207.00	185.00
Upper Floor	2,025.34	188.00	168.00
Additional Floors	2,2025.34	188.00	168.00
Basement or space finishing	1,012.67	94.00	84.00
Basement with secondary suite	868.00	80.00	72.00
Additions	120%	120%	120%
Garages	940.34	87.00	78.00
Carports	578.67	54.00	48.00
Verandas/Covered decks	723.33	67.00	60.00
Sundeck	578.67	54.00	48.00
Carport infill to create garage	434.00	40.00	36.00
Garage/carport infill to create living area	651.00	60.00	54.00
Sundeck enclosure to create living area	1,085.00	100.00	90.00
Detached Garages	1,157.34	108.00	96.00

**Demolition**

Minor - less than or equal to 100 m <sup>2</sup>	\$7,500.00
Major - greater than 100 m <sup>2</sup>	\$15,000.00”

AGENDA INFORMATION	
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<input type="checkbox"/> Other:	Date: _____

_____ Dept. Manager	 _____ GM/ Director	 _____ CAO
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## The District of North Vancouver REPORT TO COUNCIL

June 17, 2026

File: ENGOPS-1497676484-48

**AUTHOR:** Nicola Chevallier, General Manager, Engineering Public Works

**SUBJECT:** Allocation of Strategic Facilities Plan (SFP) Provision to Priority Projects

### RECOMMENDATION:

THAT Council direct Administration to amend the 5-year capital plan with allocations of the Strategic Facilities Plan Provision funding for the following priority facility projects:

- a) Lynn Valley Library Refresh – \$1,750,000;
- b) Capilano Library Refresh – \$3,283,000;
- c) Fire Hall #2 (Lynn Valley) Major Renewal – \$4,000,000;
- d) District Hall Renewal Project – \$5,000,000;
- e) East Cates Park/Whey-ah-Wichen Washroom Replacement – \$1,783,000; and
- f) West Cates Park/Whey-ah-Wichen Washroom Replacement (Phase 1) – \$3,344,000;

### REASON FOR REPORT:

The purpose of this report is to seek Council approval to allocate a portion of the Strategic Facilities Plan (SFP) Provision established in the 2026–2030 Financial Plan to six priority facility projects for inclusion in the 2026 Spring Financial Plan Amendment. The attached Information Reports provide project-specific detail; this report consolidates the related funding decisions into one Council decision point.

### SUMMARY:

This report brings forward the next step in implementing Council's Strategic Facilities Plan direction by seeking approval to allocate funding from the existing SFP Provision to six priority facility projects. These projects address near-term asset condition, lifecycle, safety, reliability, and service continuity risks while longer-term facilities planning continues.

The proposed allocations total \$19.2 million and would reduce the unallocated SFP Provision balance from \$36 million to \$16.8 million. Most of the projects have already advanced through prior planning, investigation, design, or initial budget approvals. The recommended allocations are therefore intended to allow priority work to proceed in a planned and responsible manner, rather than defer investment in assets where continued deterioration is expected to increase risk and future cost.

Project-specific rationale, scope, timing, and risk information is provided in the attached Information Reports.

**BACKGROUND:**

On May 11, 2026, Council endorsed the Strategic Facilities Plan Update report, which described the SFP as a planning framework intended to support a more structured, service-based and risk-based approach to managing the District's aging building portfolio. The Strategic Facilities Plan is a planning framework and does not approve individual projects or funding. It applies asset management principles - such as lifecycle timing, condition, and risk - to prioritize investment in the building portfolio.

The 2026–2030 Financial Plan includes a \$36 million SFP Provision to support interim repairs, bridge renewals, major renewals, replacements, and other targeted investments needed to manage emerging facility risks and maintain service continuity while longer-term planning continues.

Since approval of the Financial Plan, staff have advanced planning and supporting analysis for several priority facilities. Project-specific Information Reports are attached and provide the detailed rationale, scope, risks, timing, and funding requirements for each proposed allocation. This report consolidates the related funding requests so they can be considered together through the 2026 Spring Financial Plan Amendment.

**EXISTING POLICY:**

This report is guided by the 2026–2030 Financial Plan, the District's Asset Management Policy and supporting asset management practices, and Council-endorsed frameworks including the Strategic Facilities Plan, the Official Community Plan, the Climate Ready Municipal Buildings Policy, and related service-specific strategies identified in the Strategic Facilities Plan Update.

This report does not propose new or expanded service levels. It seeks Council direction to allocate portions of the existing SFP Provision to priority projects in order to manage asset lifecycle risk and maintain existing service levels.

**ANALYSIS:**

The District's building portfolio is aging, and many facilities require targeted investment to maintain safe, reliable, and cost-effective service. The SFP Provision was established as an interim funding mechanism to support priority investments directed by Council while broader strategic facilities planning continues.

The six projects recommended for allocation reflect responsible asset ownership: they address facilities with known condition, lifecycle, safety, operational, or service continuity risks, and in most cases build on prior approved funding, planning, design, or investigation work. The attached Information Reports provide the project-specific detail. At a high level, the proposed allocations allow priority work to proceed in a planned manner and reduce the likelihood of more costly reactive intervention later.

**Timing/Approval Process:**

Council approval is required for the proposed allocations to be incorporated into the 2026 Spring Financial Plan Amendment. Approval would maintain project momentum, support procurement and delivery timelines, and reduce exposure to further deterioration and cost escalation.

**Concurrence:**

Finance concurs with the proposed allocations. Concurrence for the individual projects has also been confirmed through the respective project-specific Information Reports, including Library staff (library projects), Fire Services (Fire Hall #2), Corporate Services (District Hall), and Parks (Cates Park allocations).

**Financial Impacts:**

In the short term, the proposed allocations would authorize \$19.2 million from the SFP Provision, leaving an estimated unallocated balance of \$16.8 million. Based on the current project information, the six projects included in the allocation schedule are expected to have a combined annual tax levy impact in the range of \$120,000 on completion.

Over the longer term, these allocations will reduce exposure to higher reactive maintenance costs, emergency repairs, avoidable failures, and more expensive future interventions. The projects do not eliminate the District’s broader facility renewal challenge, but they represent targeted investments to manage near-term risk and sustain existing services while future capital decisions continue.

The allocations are presented individually to provide transparency on project-level funding requirements and to support Council’s consideration of the recommended package.

**Five-year Capital Plan (\$000's)**

<b>Program / Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Revised Budget</b>	<b>Tax Levy Impact</b>
Lynn Valley Library Refresh	250	1,750	2,000	20
Capilano Library Refresh	1,717	3,283	5,000	20
Fire Hall #2 (Lynn Valley) Major Renewal *	500	4,000	4,500	20
District Hall Renewal Project *	3,400	5,000	8,400	20
East Cates Park Washroom	217	1,783	2,000	20
Cates Park Concession (PH1)	3,556	3,344	6,900	20
Strategic Facilities Plan - Provision (Balance)	36,000	(19,160)	16,840	-
<b>Total (net impact)</b>	<b>45,640</b>	<b>-</b>	<b>45,640</b>	<b>120</b>

**Liability/Risk:**

The principal risk of not approving the recommended allocations is that identified facility condition, lifecycle, safety, and operational risks will continue to increase. Deferral would reduce near-term expenditure but would also increase the likelihood of service disruption, unplanned repairs, cost escalation, and less efficient project delivery.

The attached Information Reports provide the project-specific risk considerations for each facility.

**Social Policy Implications:**

These projects support continuity of important public and internal services, including emergency response, civic administration, library services, and public park amenities. Advancing priority renewals helps avoid service interruptions that disproportionately affect residents who depend on accessible, local, and reliable public facilities. Several projects also provide opportunities to improve accessibility and functionality without changing service levels.

**Environmental Impact:**

Renewal can extend asset life, defer the embodied carbon impacts associated with demolition and replacement, and create opportunities to reduce emissions and improve energy performance, climate resilience, indoor environmental quality, and thermal comfort. Environmental implications will vary by project and will continue to be refined through design.

**Public Input:**

No public input has been undertaken specifically for this report, as it addresses capital funding allocation and project advancement within existing service mandates. Public engagement has not generally been proposed for the attached renewal projects where scope is limited to asset renewal and does not involve service expansion or change in use. Should future project delivery affect public access or operations, project-specific communication and mitigation measures would be developed.

**Committee Input:**

No committee input is required for this report.

**Conclusion:**

This report seeks Council approval to allocate \$19.2 million from the Strategic Facilities Plan Provision to six priority facility projects through the 2026 Spring Financial Plan Amendment. Staff recommend approval of the full package as a responsible asset management investment to address known facility risks, maintain service continuity, and support planned delivery of work that has, in most cases, already advanced through prior funding, planning, design, or investigation. Project-specific detail is provided in the attached Information Reports.

**Options:**

1. THAT Council direct Administration to amend the 5-year capital plan with allocations of the Strategic Facilities Plan Provision funding for the following priority facility projects:
  - a) Lynn Valley Library Refresh – \$1,750,000;
  - b) Capilano Library Refresh – \$3,283,000;
  - c) Fire Hall #2 (Lynn Valley) Major Renewal – \$4,000,000;
  - d) District Hall Renewal Project – \$5,000,000;
  - e) East Cates Park/Whey-ah-Wichen Washroom Replacement – \$1,783,000; and

f) West Cates Park/Whey-ah-Wichen Washroom Replacement (Phase 1) – \$3,344,000;

2. THAT Council identify the priority facility projects and direct Administration to amend the 5-year capital plan with allocation of the Strategic Facilities Plan Provision funding as applicable

Respectfully submitted,



Nicola Chevallier  
General Manager, Engineering Public Works

REVIEWED WITH:			
<input type="checkbox"/> Business and Economic	___	<input checked="" type="checkbox"/> Finance	<u>RD</u>
<input type="checkbox"/> Bylaw Services	___	<input type="checkbox"/> Fire Services	___
<input type="checkbox"/> Clerk's Office	___	<input type="checkbox"/> GIS	___
<input type="checkbox"/> Climate and Biodiversity	___	<input type="checkbox"/> Human Resources	___
<input type="checkbox"/> Communications	___	<input type="checkbox"/> Integrated Planning	___
<input type="checkbox"/> Community Planning	___	<input type="checkbox"/> ITS	___
<input type="checkbox"/> Development Engineering	___	<input type="checkbox"/> Parks	___
<input type="checkbox"/> Development Planning	___	<input type="checkbox"/> Real Estate	___
<input type="checkbox"/> Engineering Operations	___	<input type="checkbox"/> Review and Compliance	___
<input type="checkbox"/> Environment	___	<input type="checkbox"/> Solicitor	___
<input type="checkbox"/> Facilities	___	<input type="checkbox"/> Utilities	___
		External Agencies:	
		<input type="checkbox"/> Library Board	___
		<input type="checkbox"/> Museum and Archives	___
		<input type="checkbox"/> NSEM	___
		<input type="checkbox"/> NS Health	___
		<input type="checkbox"/> NVRC	___
		<input type="checkbox"/> RCMP	___
		<input type="checkbox"/> Other:	___

**Attachments:**

1. Lynn Valley Library Refresh Project Update Information Report to Council
2. Capilano Library Refresh Project Update Information Report to Council
3. Fire Hall #2 (Lynn Valley) Major Renewal Project Update Information Report to Council
4. District Hall Renewal Project Update Information Report to Council
5. East Cates Park/Whey-ah-Wichen Washroom Replacement Project Update Information Report to Council
6. West Cates Park/Whey-ah-Wichen Washroom Replacement (Phase 1) Information Report to Council

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# The District of North Vancouver

## INFORMATION REPORT TO COUNCIL

May 27, 2026  
 File: ENG□□□-1776684901-□06951

**AUTHOR:** Michael Gamble, Manager - Civic Facilities

**SUBJECT:** Lynn Valley Library Refresh Project Update

**REASON FOR REPORT**

The purpose of this Information Report is to provide Council with an overview of the Lynn Valley Library Refresh project, which is currently in the early planning stage, and to advise of the proposed use of Strategic Facilities Plan Provision funding. This work supports Council’s direction to proactively manage facility risk, maintain service levels, and extend the useful life of priority assets.

**SUMMARY**

Lynn Valley Library is a high-use community facility that remains in fair condition but is entering a mid-life stage where targeted investment is required to maintain reliability, functionality, and service quality.

A major renewal project is being initiated to proactively address aging building components, improve accessibility and space functionality, and reduce the risk of service disruption over the next 10–15 years. The project is in its early planning stage, and the scope and cost will be refined through conceptual design.

A preliminary Class Z Total Estimated Cost (TEC) of approximately \$2 million has been identified for core lifecycle renewal work. In addition, potential functional improvements are being considered to enhance flexibility, accessibility, and alignment with evolving library service needs. These improvements will be informed by the North Vancouver District Public Library Space Needs Assessment (2025–2050), which is expected to be brought forward by NVDPL for Council consideration.

Conceptual design will translate these broader strategic directions into site-specific options for the Lynn Valley Library. Any additional functional scope will be subject to Council direction and may increase the TEC up to approximately \$5 million.

**BACKGROUND**

The Lynn Valley Library & North Commercial building is located at 1277 Lynn Valley Road in the District of North Vancouver. Constructed in 2007, the three-storey facility is approximately 53,000 square feet and includes public library space along with ground-oriented commercial units. Parking is provided through the shared underground Lynn Valley Village parkade.

The Buildings Asset Management Plan (AMP) lists the facility as being in “Fair – C” physical condition. Functional and demand/capacity ratings are also below target. Refer to Table 1 for details.

*Table 1 - Building Condition Summary*

Asset Name	Physical Condition	Physical Condition	Functional Condition	Functional Condition	Demand / Capacity	Demand / Capacity
	Actual	Target	Actual	Target	Actual	Target
Lynn Valley Village - Library & North Commercial	C	B	C	B	C	B

**ANALYSIS**

As a mid-life asset, Lynn Valley Library presents an optimal opportunity for proactive renewal. Targeted reinvestment at this stage supports continued service delivery, mitigates the risk of accelerated deterioration, and reduces the need for more costly interventions in the future.

Strategic Facilities Plan Alignment

Council established a Strategic Facilities Plan Provision (Provision) in the 2026-2030 Financial Plan. This project aligns with Council’s direction for the Provision, which prioritizes investment in facilities expected to be retained long-term. This project:

- Addresses renewal needs at the appropriate lifecycle stage;
- Maintains service continuity in a high-use facility;
- Improves functionality without triggering major capital expansion; and
- Protects long-term asset value within existing infrastructure

Deferring renewal would increase the likelihood of accelerated deterioration, higher long-term capital costs, and unplanned service disruption.

Project Scope

The project is currently in the pre-design phase. Detailed scope will be defined through conceptual design.

At this stage, the project is anticipated to include:

**Lifecycle Renewal:** Targeted renewal of aging building systems and interior elements that are approaching end-of-life. Specific components and priorities will be confirmed through technical assessments and design development.

**Functional Improvements:** Enhancements to space utilization, accessibility, and flexibility to support evolving library services. These potential improvements will be informed by the North Vancouver District Public Library Space Needs Assessment (2025–2050), which identifies system-wide service gaps and increasing demand for flexible programming space, study areas, and accessible environments.

The Library Space Needs Assessment will be advanced by NVDPL and presented to Council to establish broader service and space priorities. Conceptual design for the Lynn Valley Library Refresh project will then translate these directions into site-specific options for Council consideration, prior to confirming final project scope.

#### Schedule

The project is scheduled to begin conceptual design in 2026, with construction targeted to begin in 2027. Actual construction start and sequencing will depend on scope refinement that will occur in the conceptual design phase.

#### **Timing/Approval Process:**

The Strategic Facilities Plan Provision enables the District to advance high-priority facility renewal projects where the need for investment is well established, but full scope and cost certainty will continue to evolve through early planning and design.

Staff propose allocating funding at this stage, prior to completion of conceptual design as there is a high degree of confidence that renewal work is required.

Early allocation of funding through the Financial Plan Amendment provides greater certainty within the near-term financial plan, enables timely planning and coordination, and reduces the risk of reactive or unplanned expenditures.

Project scope, cost, and delivery approach will be refined through conceptual design, with any required adjustments brought forward through future Financial Plan updates.

#### **Concurrence:**

Finance and Library staff have provided concurrence.

#### **Financial Impacts:**

- The project has an approved budget of \$250K for planning and conceptual design.
- \$2.0M has been identified within the Strategic Facilities Plan Provision for lifecycle renewal, with \$1.75M proposed for allocation through the upcoming Financial Plan Amendment to support construction.
- At this early stage, the total estimated cost is based on a high-level (Class Z) estimate and carries a high degree of uncertainty. While the base renewal scope is expected to

align with the current Provision allocation, additional functional improvements are being explored through conceptual design.

- These improvements will be informed by community feedback, patron surveys, and the Library Space Needs Assessment (2025–2050), which identifies evolving service and space requirements. The Assessment is expected to be brought forward separately for Council consideration.
- Any functional enhancements will be subject to Council direction and may be incorporated into the project scope. If advanced, the total project cost could increase to approximately \$5.0M.
- The project is expected to result in modest operating cost increases, estimated at approximately \$20K annually, to be refined through the design process.

<b>Five-year Capital Plan (\$000's)</b>				
<b>Program / Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Revised Budget</b>	<b>Tax Levy Impact</b>
Lynn Valley Library Refresh	250	1,750	2,000	20
Strategic Facilities Plan - Provision (Balance)	23,717	(1,750)	21,967	
<b>Total (net impact)</b>	<b>23,967</b>	<b>-</b>	<b>23,967</b>	<b>20</b>

**Liability/Risk:**

If renewal work is deferred, the District may face:

- Increased maintenance demands and reactive repair costs;
- Gradual decline in user experience and functionality; and
- Potential service disruptions due to localized system failures

While risks are not immediate or critical, proactive investment now reduces the likelihood of more significant and costly interventions in the future.

**Social Policy Implications:**

Lynn Valley Library plays an important role in providing accessible public services, community space, and educational and cultural resources. Maintaining continuity of service supports equitable access, particularly for residents who rely on local, transit-accessible facilities.

**Environmental Impact:**

Lynn Valley Library is a high energy-consuming, all-electric facility where building renewal provides an opportunity to deliver environmental co-benefits aligned with District policy. Improvements to system efficiency and building performance are expected to reduce electricity consumption and support more efficient use of the electrical grid.

Enhanced thermal performance and system reliability will also improve resilience to extreme weather, strengthening the Library’s role as a publicly accessible community refuge during extreme heat events and periods of poor air quality.

**Public Input:**

No public engagement has been undertaken for this project to date. In addition to receiving regular ongoing patron feedback, the NVDPL issues a Library Experience Survey every two years. Feedback regarding the Lynn Valley Library will inform the conceptual design phase. Should construction activity impact library operations, appropriate communication and mitigation measures will be developed.

**Conclusion:**

The Lynn Valley Library Renewal project represents a proactive, mid-life reinvestment in a key facility that is expected to continue serving the community long term. Advancing this project will maintain service levels, reduce the risk of system failure, and extend the useful life of the facility. The project is in early planning and conceptual design will refine scope, cost, and delivery approach prior to further capital commitments if needed.

This approach aligns with the District's asset management strategy to invest at the optimal lifecycle stage while maintaining flexibility for long-term financial planning.

This report provides Council with advance notice in preparation for inclusion in the upcoming Financial Plan Amendment.

Respectfully submitted,



Michael Gamble  
Manager, Civic Facilities

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

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<input type="checkbox"/> Other:	Date: _____



# The District of North Vancouver

## INFORMATION REPORT TO COUNCIL

May 27, 2026  
 File: ENGIPG-964173360-171949

**AUTHOR:** Lynsey Rafferty, Senior Project Manager, Facilities

**SUBJECT:** Capilano Library Refresh Project Update

**REASON FOR REPORT**

The purpose of this Information Report is to provide Council with an overview of the Capilano Library Refresh project. This report outlines the proposed use of Strategic Facilities Plan Provision funding, consistent with Council’s direction to manage facility risk and sustain service delivery. This allocation will be brought forward as part of an upcoming Financial Plan Amendment.

**SUMMARY**

Despite past investments, Capilano Library is an aging facility with declining physical condition, functionality, and capacity, and is now at increasing risk of service disruption due to end-of-life building systems.

A risk-based interim, or “bridge” renewal project has been initiated to address life-safety priorities, replace end-of-life building systems, and improve basic functionality and accessibility, allowing the library to remain operational for the next decade, while recognizing that a long-term replacement decision will be required in the future.

The project has a Total Estimated Cost (TEC) of \$4.8 million and is aligned with the Strategic Facilities Plan Provision approach of making targeted, time-limited investments to sustain service delivery and manage asset risk within the existing capital plan. Without this investment, the risk of service disruption, reactive maintenance, and reduced operational efficiency will continue to increase.

**BACKGROUND**

Capilano Library is an important community asset located in the heart of Edgemont Village, serving a high-use catchment area. Constructed in 1959, with an addition completed in 1985, the two-storey, 17,000-square-foot facility is the District’s oldest and second largest library branch. The building has undergone limited upgrades over time including seismic work

completed in 2009, which addressed a key life-safety risk. Most other major building systems are now at or near end of life.

The Buildings Asset Management Plan (AMP) lists the facility as being in ‘Poor – D’ Physical condition. Functional and demand/capacity ratings are also below target. Refer to Table 1 for details.

*Table 1 - Building Condition Summary*

Asset Name	Physical Condition Actual	Physical Condition Target	Functional Condition Actual	Functional Condition Target	Demand / Capacity Actual	Demand / Capacity Target
Capilano Library	D	B	D	B	C	B

**ANALYSIS**

From an asset management perspective, Capilano Library is due for replacement. However, replacement is not currently funded or scheduled within the 2026-2030 Financial Plan. Given that replacement planning and delivery typically spans a decade, interim investment is required to avoid service disruption, rising reactive maintenance costs, and elevated safety and liability risks.

Accordingly, an interim, or “bridge” renewal project has been included in the 2026-2030 Financial Plan that is intended to extend the facility’s safe and functional service life while preserving flexibility for future replacement decisions. Conceptual design has been completed and is ready to proceed to detailed design and construction.

Strategic Facilities Plan Alignment

Council established a Strategic Facilities Plan Provision (Provision) in the 2026-2030 Financial Plan to support building renewal that manages risk and sustains service delivery while longer-term planning decisions are developed. This project aligns with that direction by:

- Targeting risk-based renewal rather than expansion;
- Limiting investment to scope that preserves service continuity; and
- Avoiding decisions that would preclude future replacement or relocation

Project Scope

The project scope has been refined and consolidated into two categories:

**Required Lifecycle Renewal**

Includes non-discretionary life-safety, code and accessibility upgrades; select finish refreshes; and replacement of end-of-life building systems required to maintain safe operation and prevent service interruptions.

**Functional Improvements**

Includes limited functional and durability improvements undertaken concurrently to improve usability, public safety and reduce lifecycle costs, without expanding service.

Lower-priority aesthetic or discretionary enhancements have been excluded, as they can be deferred without impact to safety or operations.

Schedule

The project is scheduled to complete detailed design in 2026, with construction anticipated to begin in early 2027.

**TIMING/APPROVAL PROCESS**

Confirmation of funding through the Financial Plan Amendment is required to maintain the schedule and mitigate the risk of system failure and cost escalation.

**CONCURRENCE**

Libraries and Finance have provided concurrence.

**FINANCIAL IMPACTS**

- A Class B cost estimate of approximately \$4.8M has been developed.
- The project has an approved budget of \$1.7M for planning and conceptual design, of which \$720K is committed. This funding is sufficient to complete design and tendering; however, additional funding is required to proceed to construction. Staff propose to allocate the remaining \$3.3M from the Strategic Facilities Plan Provision through the upcoming Financial Plan Amendment.
- The project is expected to result in modest operating cost increases, estimated at approximately \$20K annually, to be refined through the design process.

Five-year Capital Plan (\$000's)				
Program / Project	Current Budget	Change	Revised Budget	Tax Levy Impact
Capilano Library Refresh	1,717	3,283	5,000	20
Strategic Facilities Plan - Provision (Balance)	36,000	(3,283)	32,717	
<b>Total (net impact)</b>	<b>37,717</b>	<b>-</b>	<b>37,717</b>	<b>20</b>

**LIABILITY/RISK**

Without this investment, the risk of system failure, service disruption, and potential temporary closure will continue to increase.

**SOCIAL POLICY IMPLICATIONS**

Capilano Library plays an important role in providing public library service to the community. It is an inclusive space heavily used by residents, families, youth and seniors from all cultural backgrounds, regardless of socioeconomic status. Maintaining continuity of service supports equitable access, particularly for residents who rely on local, transit-accessible facilities.

**ENVIRONMENTAL IMPACT**

This project focuses on renewal rather than new construction, extending the physical life of an existing asset and deferring the carbon impacts associated with demolition and replacement.

The project includes several climate action improvements that will reduce energy use, lower greenhouse gas emissions, and strengthen the building’s resilience during extreme weather events. Renewing the aging mechanical systems, will improve reliability and ensure the library can continue serving the community as a cooling and clean-air refuge during periods of extreme heat and poor air quality.

**PUBLIC INPUT**

No public engagement has been undertaken as the project is limited to asset renewal and does not change service levels or use. Should construction activity impact library operations, appropriate communication and mitigation measures will be developed.

**CONCLUSION**

The Capilano Library Refresh project represents a prudent, risk-based investment that maintains service continuity, manages asset risk, and aligns with the Strategic Facilities Plan Provision approach.

This report provides Council advance notice in preparation for inclusion in the upcoming Financial Plan Amendment.

Respectfully submitted,



Lynsey Rafferty  
Senior Project Manager, Facilities

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

Info Package

Date:



## The District of North Vancouver INFORMATION REPORT TO COUNCIL

May 27, 2026

File: ENGIPG-964173360-173653

**AUTHOR:** Bivash Talukder, Senior Project Manager - Facilities**SUBJECT:** Fire Station #2 (Lynn Valley) Major Renewal Project Update**REASON FOR REPORT:**

The purpose of this Information Report is to provide Council with an overview of the Fire Station #2 (Lynn Valley) Major Renewal Project. This report also outlines the proposed use of Strategic Facilities Plan Provision funding, consistent with Council's direction to manage facility risk and sustain service delivery. This allocation will be brought forward as part of an upcoming Financial Plan Amendment.

**SUMMARY:**

Fire Station #2, located at 1110 Lynn Valley Road, is a critical operational facility for the District of North Vancouver Fire and Rescue Services (DNVFRS). Constructed in the 1980s, the 11,000 sq. ft. two-level station is in poor overall condition. It has benefited from selective system renewals in recent years. However, the facility must remain in service for an estimated further 10-15 years until replacement is feasible.

An interim, or "bridge" renewal project has been initiated to address end-of-life building components, improve health, safety, privacy, and functionality for firefighters, and enhance resilience, energy performance, and climate readiness. The scope is intentionally limited to renewal and functional improvements necessary to maintain safe, reliable service delivery while preserving flexibility for a future replacement project.

A preliminary Total Estimated Cost (TEC) of \$4.5 million has been identified at a Class Z level, based on high level assumptions. As the project advances through conceptual design, both scope and cost will be refined and may change. Without this investment, the risk of service disruption, reactive maintenance, and reduced operational efficiency will continue to increase.

This project reflects the broader condition of the District's aging building portfolio and funding constraints previously identified to Council, and is intended as an interim investment to manage risk and sustain service delivery.

**BACKGROUND:**

Fire Station #2 serves the Lynn Valley Town Centre and surrounding areas and remains an essential part of the District’s emergency response network. The facility includes three back-in apparatus bays fronting Fromme Road, living and operational spaces on the main floor, and former administrative and meeting areas on the lower level accessed from Lynn Valley Road. Parking is accommodated via a small structure behind the building.

While key systems such as the fire alarm, roof, and portions of the HVAC system have been renewed in recent years, broader renewal is required to ensure continued safe operation, address evolving firefighter health and safety standards, and modernize functional layouts. Without this investment, the risk of service disruption, reactive maintenance, and reduced operational efficiency will continue to increase.

The Buildings Asset Management Plan (AMP) lists the facility as being in ‘Poor – D’ Physical condition. Functional and Demand/Capacity ratings are also below target. Refer to Table 1 for details.

*Table 1 - Building Condition Summary*

Asset Name	Physical Condition	Physical Condition	Functional Condition	Functional Condition	Demand / Capacity	Demand / Capacity
	Actual	Target	Actual	Target	Actual	Target
Fire Station #2 - Lynn Valley	D	B	D	B	B	B

These conditions are consistent with the broader portfolio trends and funding pressures previously identified through Strategic Facilities Plan work and Council reporting.

**ANALYSIS:**

From an asset management perspective, full replacement is the preferred long-term solution; however, Fire Station #2 replacement is not currently funded or scheduled within the approved Capital Plan. Replacement planning and delivery typically spans a decade or more and targeted interim investment is required to avoid service disruption, escalating reactive costs, and elevated safety and liability risks.

Strategic Facilities and Policy Alignment

Council established a Strategic Facilities Plan Provision (Provision) in the 2026-2030 Financial Plan to support building renewal that manages risk and sustains service delivery while longer-term planning decisions are developed. This project aligns with that direction by:

- Targeting risk-based renewal rather than expansion;
- Addressing functional deficiencies that affect firefighter health, safety, and privacy;
- Improving energy performance, indoor air quality, and climate resilience; and
- Avoiding decisions that would preclude future replacement, relocation, or redesign of the facility.

Project Scope

The project is currently in the pre-design phase, and detailed scope definition will occur through upcoming conceptual design work.

At this stage, the project is anticipated to include two broad categories:

**Lifecycle Renewal** - High-level planning assumptions include targeted renewal of building systems and interior elements that are approaching end-of-life. Specific components and priorities will be confirmed through technical assessments and design development.

**Functional Improvements** - Early planning considerations include the following opportunities:

- Assessment and refresh of firefighter sleeping areas and washrooms;
- Selective interior renewal of living spaces to address privacy, health, and functional requirements;
- Selective demolition and “make-good” work on the lower level to enable interim use or prepare the area for a future fit-out; and
- Identification and incorporation of upgrades required under the BC Building Code.

The renewal scope has been deliberately defined to stabilize building performance and manage near-term risk, without establishing the long-term solution for Fire Station #2. In this context, this work is consistent with interim, or “bridge” renewal investment intended to extend the service life of the facility for a defined period while longer-term decisions are advanced.

*Note: Scope elements listed above are indicative only and will be refined as part of the conceptual design process.*

Schedule

The project is scheduled to begin conceptual design work in 2026, with Construction work targeted for 2027. Actual construction start and sequencing will depend on scope refinement that will occur in conceptual design phase.

**Timing/Approval Process:**

The project is currently in the consultant procurement and early design phase. Schematic design and the development of a Class C cost estimate will inform subsequent design development and construction timing. Construction sequencing and timing will be structured to ensure no disruption to emergency response operations.

The Strategic Facilities Plan Provision enables the District to advance high-priority facility projects where the need for reinvestment is well established, while allowing scope and cost certainty to be refined through early design.

For the Fire Station #2 renewal project, consistent with Council’s approved Financial Plan and the inclusion of the Strategic Facilities Plan Provision, staff are proposing to allocate funding in advance of completed conceptual design. This facility has been identified as a

high dependence asset requiring near-term investment to maintain service reliability and manage risk. While cost estimates remain preliminary, there is a high degree of confidence that the work will be required.

Early allocation of funding through the Financial Plan Amendment provides greater certainty within the near-term financial plan, enables timely planning and coordination, and reduces the risk of reactive or unplanned expenditures. Scope, cost, and delivery approach will be refined as design advances, with updates brought forward through future Financial Plan amendments.

**Concurrence:**

Consultation with District staff has occurred and will continue throughout the project. Facilities and DNVFRS staff are working collaboratively to define operational requirements and confirm phasing approaches. Input from Finance, DNVFRS, and Climate Action staff will be incorporated as the project advances.

**Financial Impacts:**

- The project is in early pre-design. The total estimated cost is approximately \$4.5M based on a high-level estimate that will be refined as design progresses.
- A \$500K budget is approved for planning and design and is expected to be sufficient to complete the conceptual design phase. Additional funding will be required before construction can proceed.
- \$4.0M has been identified within the Strategic Facilities Plan Provision and will be advanced through the upcoming Financial Plan Amendment to support construction.
- The project is expected to result in modest operating cost increases – driven by improvements in privacy, health, and maintenance practices – are expected to result in operating cost increases estimated at approximately \$20K annually, to be confirmed through design.
- The renewal is expected to extend the service life of the facility by approximately 10–15 years.

<b>Five-year Capital Plan (\$000's)</b>				
<b>Program / Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Revised Budget</b>	<b>Tax Levy Impact</b>
Fire Hall #2 (Lynn Valley) Major Renewal	500	4,000	4,500	20
Strategic Facilities Plan - Provision (Balance)	32,717	(4,000)	28,717	
<b>Total (net impact)</b>	<b>33,217</b>	<b>-</b>	<b>33,217</b>	<b>20</b>

**Liability/Risk:**

If the project does not proceed, the District faces increasing risk associated with aging building systems, functional deficiencies, and potential unplanned failures that could impact emergency response capability. Typical risks associated with renovating an operational, aging facility remain; however, these risks are considered manageable through careful phasing, detailed design, and coordination with DNVFRS operations.

**Social Policy Implications:**

The major renewal at Fire Station #2 supports all of the major strategic priorities set out in the DNV Fire and Rescue Services Strategic Plan and the mission to provide exceptional service to the District. Fire Station #2 plays a vital role in supporting public safety and emergency services within Lynn Valley. The project supports firefighter health and wellbeing while maintaining reliable emergency response for residents, businesses, and visitors.

**Environmental Impact:**

This project focuses on renewal rather than new construction, extending the physical life of an existing asset and deferring the carbon impacts associated with demolition and replacement.

Depending on the scope, upgrades may reduce energy use, support electrification, improve indoor environmental quality, and enhance resilience during extreme weather and air quality events.

**Public Input:**

No public engagement is proposed at this stage, as the project scope is limited to asset renewal and does not involve service expansion or change in use. Should construction activities affect day-to-day operations or surrounding areas, appropriate communications will be developed.

**Conclusion:**

The Fire Station #2 Major Renewal project represents a prudent, risk-based investment to maintain essential emergency response services while planning for a future facility replacement. The proposed scope balances safety, functionality, climate objectives, and cost control, ensuring the facility can continue to serve the community reliably over the next decade while Council considers future replacement options. This reflects broader portfolio challenges previously identified to Council, including an aging building inventory, increasing reinvestment needs, and funding levels that do not fully address long-term requirements.

This approach aligns with sound asset management practices by addressing needs at the optimal time, before systems fail, while preserving flexibility for long term planning.

This Information Report is provided to ensure Council is informed of the project scope, intent, and anticipated next steps.

Respectfully submitted,



Bivash Talukder  
Senior Project Manager, Facilities

REVIEWED WITH:					
<input type="checkbox"/> Sustainable Community	_____	<input type="checkbox"/> Clerk's Office	_____	External Agencies:	
<input type="checkbox"/> Development Services	_____	<input type="checkbox"/> Communications	_____	<input type="checkbox"/> Library Board	_____
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Info Package

Date:



## The District of North Vancouver INFORMATION REPORT TO COUNCIL

May 27, 2026

File: ENGIPG-964173360-173646

**AUTHOR:** Bivash Talukder, Senior Project Manager - Facilities**SUBJECT:** District Hall Renewal Project Update – May 2026**REASON FOR REPORT:**

The purpose of this Information Report is to inform Council of the rationale, scope, budget, and planned delivery approach for the District Hall Renewal Project. This report also informs Council of the allocation of project funding from the Strategic Facilities Plan Provision that will be completed in the forthcoming Financial Plan Amendment.

**SUMMARY:**

The District Hall requires renewal of key infrastructure systems that are at or beyond end-of-life. While the broader Hall Renewal Project continues to advance through planning and design, several critical systems require immediate action to maintain safe and reliable operations.

Staff are proposing a phased approach under which only an initial phase would proceed at this time, focused on high-priority life-safety systems and critical HVAC repairs using available Strategic Facilities Plan Provision funding, while the broader major renewal project continues through design. Deferring this initial phase would increase the risk of system failure, service disruption, and unplanned reactive expenditures in a facility that supports core municipal functions.

In parallel, preliminary high-level options studies are underway to evaluate potential approaches for a future District Hall facility, recognizing long-term capacity constraints and growth projections. The full renewal scope, budget, and delivery approach will be brought back to Council in Q1 2027, at which time Council will have the opportunity to determine whether to proceed with the broader renewal program and/or accelerate replacement planning for District Hall.

The Total Estimated Cost (TEC) for the initial phase of critical life safety systems renewal and immediate repairs is approximately \$5.0 million. The broader major renewal project remains in design, with a preliminary TEC currently anticipated to be up to \$29M, subject to

refinement through design. The full scope, cost, and delivery approach will be refined and presented to Council in Q1 2027 for direction.

This approach balances immediate risk mitigation with the need to make a well-informed, long-term investment decision for District Hall.

In addition, in 2021, the Government of British Columbia passed the Accessible British Columbia Act, known as the Accessible BC Act. To ensure alignment with the Act and improve accessibility, it is necessary to identify, remove, and prevent barriers to participation in community and public life for people with disabilities.

The Accessible BC Act identifies a set of guiding principles for improving accessibility including the principle of Universal design. This entails creating, building, and maintaining services and environments that can be accessed, understood, and used to the greatest extent possible by all people. While critical life safety modifications are being considered for District Hall, it provides an opportunity to upgrade existing infrastructure to newly developed standards which meet accessibility requirements and improve the physical accessibility of public infrastructure and spaces within our community.

**BACKGROUND:**

The Hall was originally constructed in 1957 and is now over 68 years old. A significant renovation was completed in 1994 that expanded the facility to accommodate work and meeting spaces for approximately 170 staff. Today, the Hall serves approximately 300 staff, within a hybrid work environment.

The District’s Buildings Asset Management Plan (AMP) indicates many of the building systems are in need of renewal. The physical condition of the building is listed as ‘D - Poor’ in the AMP. Function and Demand ratings for the building are also below the targets set in the AMP (refer to Table 1).

*Table 1: Building Condition Summary*

Asset Name	Physical Condition Actual	Physical Condition Target	Functional Condition Actual	Functional Condition Target	Demand / Capacity Actual	Demand / Capacity Target
DNV Municipal Hall	D	A	B	A	C	B

Over the last 5 years, a number of projects have been completed to replace end-of-life central systems such as air handling units and the heating and cooling plant. The renewal of other end-of-life building systems with components located within occupied areas was delayed due to the COVID-19 pandemic. In 2023, a renewal project was initiated to address the remaining systems.

As we continue to adapt to the post-pandemic hybrid nature of our workplace and the changing demographic of our workforce, there has been ongoing demand for additional workstations and workspace reconfigurations from all departments which has required some limited ad-hoc changes. This led to the decision to expand the scope of the Hall Renewal project to consider possible interior upgrades to align with modern workforce expectations, ensure staff well-being, and maintain organizational performance.

**ANALYSIS:**

From an asset management perspective, replacement of District Hall would be the most cost-effective means of addressing its long-term functional and capacity requirements. However, replacement is not currently funded and would require a separate, long-term planning and funding strategy. Given that replacement planning and delivery typically spans a decade, interim investment is required to avoid service disruption, rising reactive maintenance costs, and elevated safety and liability risks.

Accordingly, a major renewal project has been included in the 2026-2030 Capital Plan that is intended to extend the facility's safe and functional service life while preserving flexibility for future renewal and/or replacement decisions. The major renewal project is currently in design; however, staff recommend that an initial phase proceed at this time to address the most urgent risks while the broader scope, budget, and long-term strategy continue to be refined.

The proposed initial phase is intended to stabilize the facility in the near-term and address urgent operational and life-safety risks, while preserving flexibility for Council to return in Q1 2027 to determine whether to proceed with the broader major renewal program or accelerate replacement of District Hall. This initial phase is expected to reduce the risk of near-term system failures and improve operational reliability while longer-term decisions are finalized.

Based on current asset management assumptions, if the District proceeds only with renewal at the presently contemplated scope, the building would still be expected to require replacement in approximately 10-15 years, unless the scope of reinvestment is significantly expanded.

**Strategic Facilities Plan Alignment**

Council established a Strategic Facilities Plan Provision (Provision) in the 2026-2030 Financial Plan to address emerging risks in priority facilities where renewal is required ahead of full replacement. This project aligns with that direction by:

- Targeting risk-based renewal rather than expansion;
- Addressing critical life-safety system renewals such as emergency generator, fire alarm, and specialty sprinkler systems;
- Reactive repairs to address immediate risks (e.g., HVAC failures); and
- Avoiding decisions that would preclude future replacement or relocation

Project Scope

At this time, staff are proceeding only with an initial phase focused on the most urgent life-safety systems and immediate repairs. This includes the replacement of the emergency generator and urgent upgrades to HVAC, fire alarm, and sprinkler systems.

The broader District Hall Renewal Project, currently in design, includes renewal of other critical building infrastructure and targeted functional upgrades required to maintain safe, reliable, and code-compliant operations. The broader project also includes functional upgrades to address current code and legislative requirements, improve accessibility, and enhance the overall performance of the facility.

In parallel with near-term renewal work, staff are undertaking preliminary, high-level options analysis to inform long-term planning. This work is exploratory in nature and is intended to support future Council direction, not to advance a preferred option.

Schedule

Design work for the broader District Hall Renewal Project is currently underway and will continue through 2026. In the interim, only the initial phase of critical works will proceed with construction. An updated scope, budget, delivery approach, and long-term options analysis will be presented to Council in Q1 2027, at which time Council will be asked to determine whether to proceed with the broader renewal program and/or accelerate replacement planning.

**Timing/Approval Process:**

The Strategic Facilities Plan Provision (Provision) enables the District to advance high-priority facility projects where the need for reinvestment is well established, while allowing scope and cost certainty to be refined through early design.

For the District Hall Renewal Project, staff are proposing to allocate funding from the Provision for an initial phase consisting of critical life-safety building components in advance of completed detailed design for the broader project. The Hall supports core municipal functions and requires near-term investment to maintain operational reliability, ensure life safety compliance, and manage the increasing risk associated with aging systems.

While cost estimates for the broader project remain preliminary, there is a high degree of confidence that these base building renewal works will be required. This approach enables immediate mitigation of operational and safety risks while preserving flexibility for future Council decisions in Q1 2027 on whether to proceed with the broader major renewal program and/or accelerate replacement planning.

Confirmation of funding through the Financial Plan Amendment is required to maintain schedule and mitigate risk of system failure and cost escalation. The overall project scope, cost, and delivery approach will continue to be refined as design advances, with further updates brought forward through future Financial Plan updates.

**Concurrence:**

Consultation with District staff has occurred and will continue throughout the project. Finance and Corporate Services have provided concurrence.

**Financial Impacts:**

- The Hall Renewal project has an approved budget of \$3.4M. Staff propose to allocate an additional \$5.0M from the Strategic Facilities Plan Provision through the upcoming Financial Plan Amendment (July).
- Initial critical works will be advanced using a combination of existing approved funding and Provision allocation, allowing early action without delaying for full project approval.
- The remaining renewal scope will continue through design and will be brought forward to Council in Q1 2027 with an updated cost estimate, funding strategy, and long-term options. At that time, Council will determine whether to proceed with the broader renewal program and/or accelerate replacement planning.
- Based on the current scope, the building is expected to require replacement within approximately 10-15 years, unless reinvestment is significantly expanded.
- The project is expected to result in modest operating cost increases, estimated at approximately \$20K annually, to be confirmed through design.

<b>Five-year Capital Plan (\$000's)</b>				
<b>Program / Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Revised Budget</b>	<b>Tax Levy Impact</b>
District Hall Renewal Project	3,400	5,000	8,400	20
Strategic Facilities Plan - Provision (Balance)	28,717	(5,000)	23,717	
<b>Total (net impact)</b>	<b>32,117</b>	<b>-</b>	<b>32,117</b>	<b>20</b>

**Liability/Risk:**

Delaying renewal of base building systems presents a growing risk of outages, health and safety concerns, and service disruption. Several systems are already failing. For example, the committee room HVAC system has failed, resulting in loss of cooling and requiring meetings to be relocated. The building is also experiencing ongoing water infiltration at the atrium and perimeter glazing, driven by deteriorated window gaskets.

More broadly, lighting quality and thermal comfort across the Hall are poor, with frequent occupant complaints. Continued deferral will increase reliance on reactive maintenance, escalate costs, and heighten the risk of service disruption. Proactive renewal is required to stabilize operations and maintain safe building performance.

**Social Policy Implications:**

This work supports the commitments outlined in the District’s [2023-2026 Accessibility Plan](#), specifically the priorities identified in the Implementation Plan. Informed by staff and public feedback, Goal #5 aims to improving the physical accessibility of public infrastructure and spaces within our community, including ensuring that all public-facing indoor areas offer accessible options for interaction.

District Hall serves as both a central workplace and an important civic facility for the public, advisory committees and community groups. As such, accessibility remains a key consideration in its infrastructure upgrades, planning and design. Removing, preventing and mitigating barriers within this facility helps advance the District’s commitments under Goal #5 and responds to accessibility feedback regarding the Hall’s public and workspaces, benefitting both staff and all members of the community. It also supports compliance with the mandate of the *Accessible BC Act (ABCA)*, which calls on local governments to support the full and equal participation of individuals who interact with municipalities and their services.

Investment in the renewal of the Hall supports staff safety, inclusion, and well-being, while enabling the delivery of a high-quality and barrier-free service to the community. These investments reflect the District’s commitment to maintaining an accessible, safe, efficient, and comfortable work environment for staff, Council, and the public while also ensuring compliance with WorkSafeBC regulations and provincial legislation.

**Environmental Impact:**

System upgrades are expected to reduce greenhouse gas emissions, improve energy efficiency, and align with the District’s climate readiness objectives.

**Public Input:**

No public engagement is proposed at this stage, as the project scope is limited to asset renewal and does not involve service expansion or change in use. Should construction activities affect day-to-day operations or surrounding areas, appropriate communications will be developed.

**Conclusion:**

Advancing only the initial phase of critical base building systems now represents a prudent, risk-based approach that addresses urgent operational and life-safety needs while maintaining progress on the broader Hall Renewal Project currently in design. This approach preserves flexibility for Council to consider in Q1 2027 whether to proceed with the broader renewal program and/or accelerate replacement planning for a future District Hall facility.

Respectfully submitted,



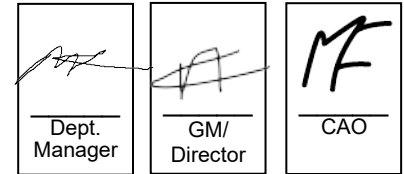
Bivash Talukder  
Senior Project Manager - Facilities

<b>REVIEWED WITH:</b>			
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## The District of North Vancouver INFORMATION REPORT TO COUNCIL

June 17, 2026

File: ENGIPG-964173360-175857

**AUTHOR:** Michael Gamble – Manager, Civic Facilities**SUBJECT:** East Cates Park/Whey-ah-Wichen Washroom Replacement**REASON FOR REPORT:**

The purpose of this report is to provide Council with an overview of the planned replacement of the East Cates Park/Whey-ah-Wichen Washroom facility (also known as Little Cates washroom) and to advise of the proposed use of Strategic Facilities Plan Provision funding for detailed design and construction. This allocation will be brought forward as part of the upcoming Financial Plan Amendment.

**SUMMARY:**

The East Cates Park/Whey-ah-Wichen Washroom (East Washroom) is a small, standalone facility serving the Little Cates picnic and beach area. The building is at end-of-life and no longer meets current expectations for accessibility, functionality, or reliability.

Consistent with asset management and Strategic Facilities Plan principles, replacement has been identified as the preferred approach, as continued investment in renewal would not represent good long-term value.

The project is currently in the early planning stage and conceptual design will begin in 2026 to develop site-specific options, confirm scope, and refine cost estimates. Staff will continue to advance project planning and will keep Council informed through future updates as appropriate.

A preliminary Class Z Total Estimated Cost (TEC) of approximately \$2.0 million has been established. As this is an early-stage estimate, costs carry a high degree of uncertainty, and costs will be refined through conceptual design, including efforts to identify potential efficiencies and cost reductions.

**BACKGROUND:**

Cates Park/Whey-ah-Wichen includes several aging park service buildings constructed between the 1960s and 1980s. These facilities were built to standards that predate current building code, seismic, accessibility, and servicing requirements.

The East Washroom building (c.1975) provides basic seasonal washroom service to the eastern portion of the park. The facility is approximately 387 ft<sup>2</sup> and supports recreation use in a lower-intensity park area.

The Buildings Asset Management Plan (AMP) lists the facility as being in “Very Poor – F” Physical condition. Functional and demand/capacity ratings are also below target. Refer to Table 1 for details.

*Table 1: Building Condition Summary*

Asset Name	Physical Condition Actual	Physical Condition Target	Functional Condition Actual	Functional Condition Target	Demand / Capacity Actual	Demand / Capacity Target
Cates Park East Washrooms (Little Cates)	F	C	D	B	D	C

**EXISTING POLICY:**

This report is guided by the District’s Asset Management Policy, the Strategic Facilities Plan, and the 2026–2030 Financial Plan. The Cates Park/Whey-ah-Wichen Master Plan (2006) identifies that the East Washroom building at Little Cates is in need of upgrading, and affirms that washroom facilities are needed at this location. The Cates Park/Whey-ah-Wichen co-management agreement with the Tsleil-Waututh Nation is also relevant to ongoing planning and delivery considerations.

**ANALYSIS:**

The East Washroom is at the end of life and no longer provides reliable, accessible, or code-compliant service. Condition assessments note several key deficiencies, including:

- Significant lifecycle deterioration and deferred maintenance;
- Extensive accessibility limitations;
- Lack of mechanical ventilation and lighting; and
- Reliance on portable washrooms during the off-season.

From an asset management perspective, replacement is the preferred approach. While limited short-term maintenance could allow continued operation, renewal would not address fundamental deficiencies and would likely trigger significant code, accessibility, and servicing upgrades without resolving core functional limitations. Renewal would result in a high-cost intervention with limited service life extension and constrained functional improvement.

Strategic Facilities Plan Alignment

Council established a Strategic Facilities Plan Provision in the 2026–2030 Financial Plan to support priority facility renewal that manages risk and sustains service delivery while longer-term planning decisions are developed. This project aligns with that direction by:

- Planning proactively for facilities nearing end of life;
- Managing risk through timely replacement rather than reactive repair; and
- Aligning facility investment with long-term service needs.

Replacement of the East Washroom reflects the risk-based and service-based approach of the SFP, recognizing that even lower-intensity park amenities require reliable and accessible infrastructure to support public use.

Project Approach

The project will be advanced as a replacement initiative beginning in 2026 with project scoping and conceptual design by:

- Assessing site servicing and infrastructure requirements;
- Exploring potential configurations appropriate to site conditions and service requirements;
- Confirming accessibility, durability, and maintenance considerations; and
- Developing a Class C cost estimate.

Conceptual design will translate service needs and site conditions into options for review prior to advancing to detailed design and construction in 2027-2028.

**Timing/Approval Process:**

The project is currently in the pre-design phase with conceptual design to be completed in 2026 and detailed design and construction anticipated in 2027-2028.

**Concurrence:**

Parks and Finance have provided concurrence with this report. The project is being advanced in collaboration with TWN under the co-management agreement.

**Financial Impacts:**

The project has an approved budget of \$217,000 for planning and conceptual design, with detailed design and construction anticipated to be funded from the Strategic Facilities Plan Provision.

The current Class Z TEC is \$2.0 million for the replacement of this building (including demolition). At this early stage, the project estimate carries a high degree of uncertainty. Costs will be refined through conceptual design, including efforts to identify potential efficiencies and cost reductions. Staff intend to recommend that Council allocate the remaining \$1.8 million to this project through the upcoming Financial Plan Amendment.

Operating costs are expected to increase due to the introduction of electrical and mechanical systems as part of the new building, with preliminary impacts estimated in the range of \$20,000 annually. These estimates will be refined through design.

**Five-year Capital Plan (\$000's)**

<b>Program / Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Revised Budget</b>	<b>Tax Levy Impact</b>
East Cates Park Washroom	217	1,783	2,000	20
Strategic Facilities Plan - Provision (Balance)	21,967	(1,783)	20,184	
<b>Total (net impact)</b>	<b>22,184</b>	<b>-</b>	<b>22,184</b>	<b>20</b>

**Liability/Risk:**

If replacement is deferred, the District may face:

- Increased maintenance and operational challenges;
- Ongoing reliance on temporary servicing solutions; and
- Risk of service disruption due to building failure;

While the service provided is not critical in the context of the broader facilities portfolio, it remains an important public amenity. Replacement reduces operational risk and improves reliability, user experience, and accessibility.

**Social Policy Implications:**

The East Washroom supports public access to park space, including beach, picnic areas, and a highly used tennis court facility. Replacing the facility provides an opportunity to improve accessibility and inclusivity, aligning with broader District goals.

**Environmental Impact:**

Replacement provides an opportunity to incorporate improved building performance, water efficiency, and climate resilience measures.

Design will consider durable, low-maintenance materials and servicing approaches appropriate for a waterfront and partially off-grid context. While the District's Climate Ready Municipal Building Policy will be used as guidance, third party certification will not be pursued for this small facility.

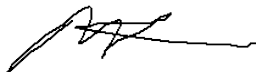
**Conclusion:**

The East Washroom facility is at end-of-life and no longer meets current standards for accessibility, functionality, or reliability. Renewal is not recommended as it would require significant investment without resolving underlying limitations.

Staff are proceeding with early planning for a replacement facility. Conceptual design in 2026 will refine scope and cost, with implementation planned for 2027-28.

This approach aligns with the District's asset management strategy and Strategic Facilities Plan direction to proactively address aging infrastructure and manage service risk in a structured and cost-effective manner.

Respectfully submitted,



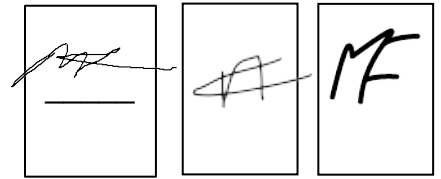
Michael Gamble  
Manager, Civic Facilities

<b>REVIEWED WITH:</b>					
<input type="checkbox"/> Sustainable Community	_____	<input type="checkbox"/> Clerk's Office	_____	External Agencies:	
<input type="checkbox"/> Development Services	_____	<input type="checkbox"/> Communications	_____	<input type="checkbox"/> Library Board	_____
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<input type="checkbox"/> Environment	_____	<input type="checkbox"/> Solicitor	_____	<input type="checkbox"/> Museum & Arch.	_____
<input type="checkbox"/> Facilities	_____	<input type="checkbox"/> GIS	_____	<input type="checkbox"/> Other:	_____
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Info Package

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## The District of North Vancouver INFORMATION REPORT TO COUNCIL

June 17, 2026

File: ENGIPG-964173360-175845

**AUTHOR:** Lynsey Rafferty, Senior Project Manager, Facilities**SUBJECT:** West Cates Park/Whey-ah-Wichen Washroom Replacement**REASON FOR REPORT**

The purpose of this Information Report is to provide Council with an overview of the Cates Park/Whey-ah-Wichen West Washroom Replacement project and to advise of the proposed use of Strategic Facilities Plan Provision funding. This allocation will be brought forward as part of an upcoming Financial Plan Amendment.

**SUMMARY**

The existing washroom and concession facilities that serve the west side of Cates Park/Whey-ah-Wichen are aging assets that are at or near end of life and no longer meet current expectations for accessibility, reliability or building performance. A replacement project is being advanced to address these core service and infrastructure risks in one of the District's highest-use destination parks.

Staff are proposing a phased approach to replacement. The first phase would deliver a new consolidated public washroom facility to serve the western area of the park along with supporting site infrastructure and demolition of the two existing buildings (washroom/concession and washroom/caretaker house).

The second phase could expand the building footprint to include a concession facility or other food services and would be brought forward separately as a subsequent phase once scope, operating model, and funding are further defined. Work will also continue to be coordinated with Tsleil-Waututh Nation (TWN) and plans for the future addition of a longhouse at Cates Park/Whey-ah-Wichen.

A preliminary Class C Total Estimated Cost (TEC) for the first phase has been established at approximately \$6.9 million. As this estimate reflects an early stage of design development, costs will be further refined as the project progresses. A preliminary Class C TEC indicates that the full concession build-out would increase the total project cost to approximately \$8.8 million, depending on scope, market conditions, and timing.

The phased approach prioritizes delivery of the most critical infrastructure needs while providing time to further evaluate the concession and food service options without committing Council to those investments at this stage.

**BACKGROUND**

Cates Park/Whey-ah-Wichen is a high-use waterfront destination and one of the District’s most significant recreational assets. The park’s existing washroom and concession facilities were constructed between the late 1950s and 1980s and support a range of visitor services in a high-demand area. The primary washroom building serving the west side of the park was constructed in 1959, with a concession addition completed in 1980. There is an additional washroom and caretaker facility that was constructed in 1980. This building no longer functions as a residence and is currently used by Parks staff as a ranger station. These facilities collectively provide core amenities to park users but were developed under standards that predate current building code, seismic standards, accessibility, and servicing requirements.

The buildings no longer meet current expectations for life safety, accessibility, seismic performance, or building envelope integrity. The Buildings Asset Management Plan (AMP) lists the facility as being in ‘Poor – D’ Physical condition. Functional and demand/capacity ratings are also below target. Refer to Table 1 for details.

*Table 1 - Building Condition Summary*

Asset Name	Physical Condition	Physical Condition	Functional Condition	Functional Condition	Demand / Capacity	Demand / Capacity
	Actual	Target	Actual	Target	Actual	Target
Cates Park Washrooms and Caretaker House	D	C	D	B	D	D
Cates Park Concession & Washrooms	D	C	D	B	F	B

**EXISTING POLICY:**

This report is guided by the District’s Asset Management Policy, the Strategic Facilities Plan, and the 2026–2030 Financial Plan. The Cates Park / Whey-ah-Wichen Park Master Plan (2006) identifies the concession/washroom building as in poor condition, end of its useful life, and identified for redevelopment. The Cates Park/Whey-ah-Wichen co-management agreement with Tsleil-Waututh Nation is also relevant to ongoing planning and delivery considerations.

**ANALYSIS**

The existing Cates Park/Whey-ah-Wichen washroom facilities serving the west side of the park are at end of life and no longer provide reliable, accessible, or code-compliant service in a high-use destination park.

Condition assessments note several key deficiencies that indicate that the washroom facilities are no longer able to meet current service expectations, including:

- significant lifecycle deterioration and deferred maintenance;
- extensive accessibility limitations; and
- reliance on portable washrooms during peak-season.

From an asset management perspective, replacement is the preferred approach. While limited short-term maintenance could allow continued operation, renewal of the washroom facilities would not address fundamental deficiencies and would likely trigger significant code, accessibility, and servicing upgrades without resolving core functional limitations.

As a result, renewal would represent a high-cost intervention offering limited service life extension and marginal improvement in service outcomes.

#### Strategic Facilities Plan Alignment:

Council established a Strategic Facilities Plan Provision in the 2026–2030 Financial Plan to support priority facility renewal that manages risk and sustains service delivery while longer-term planning decisions are developed. This project aligns with that direction by:

- replacing end-of-life public washroom infrastructure in a high-use destination park;
- addressing accessibility, reliability, servicing, and building-performance risks;
- limiting the initial investment to the priority washroom replacement scope; and
- preserving flexibility for future food-service, and Longhouse-related decisions.

The proposed replacement west washroom facility will incorporate modern systems that improve reliability, accessibility, and overall user experience. While this may result in modest increases in some operating costs compared to the existing buildings, these changes are consistent with current standards and are required to achieve expected levels of service in a high-use public facility. The District will also realize ongoing operating savings from discontinuing the use of portable toilets at this location.

#### Phased Delivery Strategy

A phased delivery approach is recommended to address the most critical infrastructure needs while preserving flexibility for future Council decisions on food-service components.

#### *Phase 1 – West Washroom Replacement (Priority):*

Phase 1 focuses on the delivery of a new consolidated public washroom facility to address immediate service and risk requirements. Key components include:

- Construction of a new consolidated public washroom facility (approximately 15 stalls, compared to the existing 13 toilets and 4 urinals);
- Demolition of the existing washroom, concession, and caretaker buildings following commissioning of the new facility;
- Installation of servicing infrastructure sized to support future expansion of the building to include food services. Servicing infrastructure will also be sized to support a future longhouse;
- Coordination with lift station upgrades and underground servicing.

The facility will be designed to maintain flexibility for future food-service or cultural/community components without committing Council to those investments at this stage.

*Phase 2 – Concession / Food Service (Future Consideration):*

A subsequent phase may include the provision of food services, such as a permanent concession facility. Staff will bring forward options informed by funding availability, market demand, and operational considerations for Council’s consideration.

The phased approach provides flexibility to reduce immediate capital requirements, maintain optionality, and confirm long-term service needs prior to Council committing to further investment at this stage.

Future Park Additions: Longhouse

The Cates Park/Whey-ah-Wichen Park Master Plan (2006) contemplates the potential development of a longhouse (called “feast house” in the plan) as a cultural and community gathering space within the park. Site planning and archaeological investigations completed to date have included the area where the proposed longhouse would be located. This component remains outside the current project scope and would be advanced separately.

Servicing and utility capacity will be designed to support potential future expansion, providing flexibility for additional phases.

**TIMING/APPROVAL PROCESS:**

The project is advancing through detailed design for Phase 1, with construction anticipated to begin in 2027–28. Confirmation of the proposed \$3.344 million allocation is required through the upcoming Financial Plan Amendment. This would increase the approved budget to \$6.9 million and is necessary to maintain schedule, manage cost escalation risk, and proceed with the priority washroom replacement scope.

Concession food-service options for the second phase will be brought forward separately to Council in early 2027 for consideration once scope, operating model, cost and funding requirements are better defined.

This phased approach enables Council to consider additional investment separately before committing to the full project scope.

**CONCURRENCE:**

Finance and Parks have provided concurrence with this report. The project is being advanced in collaboration with TWN under the co-management agreement.

**FINANCIAL IMPACTS:**

The project has an approved budget of \$3.556 million for preliminary design, with detailed design and construction anticipated to be funded from the Strategic Facilities Plan Provision. The most recent Class C cost estimate identifies a total project cost of \$8.8 million for a full washroom and concession building (including demolition of the existing buildings) reflecting current scope, market conditions, and servicing requirements.

Phase 1 focuses on delivery of the washroom facility and supporting infrastructure. The Phase 1 TEC is currently estimated at approximately \$6.9 million, including demolition of

existing structures (approximately \$300K). This phase represents the core investment required to address immediate service and infrastructure risks.

The Strategic Facilities Plan Provision has earmarked an additional \$3.34 million for the replacement of this building (including demolition) based on earlier cost estimates. Staff intend to recommend that Council allocate \$3.34 million to this project through the upcoming Financial Plan Amendment.

A phased delivery approach allows the District to prioritize essential infrastructure while limiting upfront capital investment and retaining flexibility to refine the preferred concession model.

Phasing reduces immediate budget pressures while preserving the ability to achieve the full build-out over time.

Increased operating costs are expected due to the requirements associated with maintaining modern building systems, with preliminary impacts estimated in the range of \$20,000 annually. These estimates will be refined through design.

**Five-year Capital Plan (\$000's)**

<b>Program / Project</b>	<b>Current Budget</b>	<b>Change</b>	<b>Revised Budget</b>	<b>Tax Levy Impact</b>
Cates Park Concession (PH1)	3,556	3,344	6,900	20
Strategic Facilities Plan - Provision (Balance)	20,184	(3,344)	16,840	
<b>Total (net impact)</b>	<b>23,740</b>	<b>-</b>	<b>23,740</b>	<b>20</b>

**LIABILITY/RISK:**

If the full project is deferred, risks include:

- facility failure and service disruption
- increased maintenance and emergency repair costs
- additional costs to maintain a failing building
- reduced accessibility and park usability
- operational reliance on temporary facilities

The phased approach mitigates these risks by addressing the most critical infrastructure first.

Failure of the existing facilities would likely result in emergency repair or replacement requirements, reduced park usability, reputational impacts, and temporary reliance on portable washrooms.

**SOCIAL POLICY IMPLICATIONS:**

Cates Park/Whey-ah-Wichen is a major community and regional destination, and reliable washroom facilities are essential to supporting equitable access, maintaining public health

and safety, enabling year-round park use, and enhancing the overall tourism and visitor experience. The park is co-managed with the TWN and has been identified as a priority in the annual park work plan that was developed together between DNV and TWN.

**ENVIRONMENTAL IMPACT:**

Replacement provides an opportunity to incorporate improved building performance, water efficiency, and climate resilience measures.

The design will consider durable, low-maintenance materials and servicing approaches appropriate for a waterfront facility. While the Climate Ready Municipal Building Policy will be used as a guide, third-party certification will not be pursued for this small facility.

**CONCLUSION:**

The existing Cates Park/Whey-ah-Wichen washroom facilities serving the west side of the park are at their end of life and no longer meet current standards for accessibility, functionality, or reliability. Renewal is not recommended as it would require significant investment without resolving underlying deficiencies or meeting long-term service needs.

Staff are advancing a phased replacement project, with Phase 1 focused on delivering a new consolidated west washroom facility for this high-use destination park. A future phase, including potential expansion of the building footprint to include a concession, will be brought forward separately for Council consideration.

This approach aligns with the District’s asset management strategy and Strategic Facilities Plan direction to proactively address aging infrastructure, maintain service continuity in a high-use park, and manage risk in a structured and cost-effective manner.

Respectfully submitted,



Lynsey Rafferty  
Senior Project Manager, Facilities

REVIEWED WITH:					
<input type="checkbox"/> Sustainable Community	___	<input type="checkbox"/> Clerk’s Office	___	External Agencies:	
<input type="checkbox"/> Development Services	___	<input type="checkbox"/> Communications	___	<input type="checkbox"/> Library Board	___
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