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THE CORPORATION OF THE DISTRICT OF WEST VANCOUVER

**REGULAR COUNCIL MEETING AGENDA
SEPTEMBER 25, 2023**

**7 PM IN THE MUNICIPAL HALL COUNCIL CHAMBER
AND VIA ELECTRONIC COMMUNICATION FACILITIES**

(Members of the public may hear, or watch and hear, the meeting by attending the Municipal Hall Council Chamber, or via electronic communication facilities through the link provided on the District's Council Meeting webpage)

We acknowledge that we are holding this meeting on the traditional and ancestral territory of the Squamish Nation, Tsleil-Waututh Nation and Musqueam Nation. We recognize and respect them as nations in this territory, as well as their historic connection to the lands and waters around us since time immemorial.

CALL TO ORDER

1. Call to Order.

APPROVAL OF AGENDA

2. **Approval of September 25, 2023 Council Meeting Agenda**

RECOMMENDATION:

THAT the September 25, 2023 regular Council meeting agenda be approved as circulated.

ADOPTION OF MINUTES

3. **Adoption of Council Meeting Minutes**

RECOMMENDATION:

THAT the following minutes be adopted as circulated:

- September 11, 2023 [special \(open session\)](#) and [regular](#) Council meetings.

PRESENTATIONS

- 4. **West Vancouver Memorial Library, regarding International Federation of Library Associations and Institutions Green Library Award** (File: 1900-01)
[Presentation to be provided.](#)

RECOMMENDATION:

THAT the presentation from West Vancouver Memorial Library, regarding International Federation of Library Associations and Institutions Green Library Award, be received for information with thanks.

REPORTS

Bylaws are passed by a simple majority affirmative vote unless otherwise noted.

- 5. **[Proposed 2023-2027 Five-Year Financial Plan Bylaw No. 5236, 2023, Amendment Bylaw No. 5262, 2023 and Proposed Phase 2 Capital Funding Report](#)** (File: 1610-20-5262/5267)

RECOMMENDATION:

THAT proposed “Five-Year Financial Plan Bylaw No. 5236, 2023, Amendment Bylaw No. 5262, 2023” be read a first, second, and third time.

RECOMMENDATION:

THAT proposed “Parkland Development Cost Charge Reserve Fund Expenditure Bylaw No. 5267, 2023” be read a first, second, and third time.

RECOMMENDATION:

THAT the following appropriation be made from the Capital Facilities Fund to fund 2023 Phase 2 Capital Projects:

Capital Facilities Fund	
Asset Preservation	
Facilities Projects	\$737,536
Health & Safety	
Facilities Projects	\$75,000
Innovation	
Equipment	\$80,000
Facilities Projects	\$445,000
Regular Asset Maintenance	
Facilities Projects	\$75,000
Strategic Investment	
Facilities Projects	\$46,823
Capital Facilities Fund Total	\$1,459,359

and that these funds be available until December 31, 2024, and any funds unused at that time be returned to the Capital Facilities Fund, be approved.

RECOMMENDATION:

THAT the following appropriation be made from the Capital Infrastructure Reserve Fund to fund 2023 Phase 2 Capital Projects:

Capital Infrastructure Reserve Fund	
Asset Preservation	
Grounds and Parks	\$138,000
Health & Safety	
Transportation Infrastructure	\$75,000
Innovation	
Transportation Infrastructure	\$5,000
Regular Asset Maintenance	
Transportation Infrastructure	\$1,045,000
Strategic Investment	
Transportation Infrastructure	\$580,000
Capital Infrastructure Reserve Fund Total	\$1,843,000

and that these funds be available until December 31, 2024, and any funds unused at that time be returned to the Capital Infrastructure Reserve Fund, be approved.

RECOMMENDATION:

THAT the following appropriations be made from the Capital Equipment Reserve Fund to fund 2023 Phase 2 Capital Projects:

Capital Equipment Reserve Fund	
Asset Preservation	
Equipment	\$15,000
Health & Safety	
Equipment	\$53,200
Grounds and Parks	\$240,000
Innovation	
Fleet - Vehicle and Heavy Duty Equipment	\$115,000
Regular Asset Maintenance	
Facilities Projects	\$35,412
Fleet - Vehicle and Heavy Duty Equipment	\$3,171,100
IT Hardware and Software	\$80,000
Capital Equipment Reserve Fund Total	\$3,709,712

and that these funds be available until December 31, 2024, and any funds unused at that time be returned to the Capital Equipment Reserve Fund, be approved.

RECOMMENDATION:

THAT the following appropriations be made from the Community Amenity Reserve Fund to fund the 2023 Phase 2 Capital Project:

Community Amenity Reserve Fund	
Health & Safety	
Transportation Infrastructure	\$15,000
Innovation	
Equipment	\$150,000
Facilities Projects	\$50,000
Community Amenity Reserve Fund Total	\$215,000

and any funds unused at that time of project completion be returned to the Community Amenity Reserve Fund, be approved.

RECOMMENDATION:

THAT the following appropriations be made from the Public Art Reserve Fund to fund the 2023 Phase 2 Capital Project:

Public Art Reserve	
Innovation	
Equipment	\$50,000
Public Art Reserve Total	\$50,000

and that these funds be available until December 31, 2024, and any funds unused at that time be returned to the Public Art Reserve Fund, be approved.

- 6. [Proposed Heritage Revitalization Agreement, Heritage Designation, and Development Permit for 1591 Haywood Avenue](#)
(File: 1610-20-5234/5235 / 1010-20-22-074)

[Presentation to be provided.](#)

RECOMMENDATION:

THAT 1591 Haywood Avenue (Clegg House) be added to the West Vancouver Community Heritage Register, pursuant to section 598 of the *Local Government Act*.

RECOMMENDATION:

THAT proposed “Heritage Designation Bylaw No. 5235, 2023” be read a first time.

RECOMMENDATION:

THAT proposed “Heritage Revitalization Agreement Bylaw No. 5234, 2023” be read a first time.

RECOMMENDATION:

THAT proposed “Heritage Designation Bylaw No. 5235, 2023” and proposed “Heritage Revitalization Agreement Bylaw No. 5234, 2023” be presented at a public hearing on October 23, 2023 at 7 p.m. in the Municipal Hall Council Chamber and via electronic communication facilities (Webex video conferencing software), and that statutory notice be given of the scheduled public hearing.

RECOMMENDATION:

THAT proposed Development Permit 22-074 be presented at a public meeting scheduled for October 23, 2023 at 7 p.m. in the Municipal Hall Council Chamber and via electronic communication facilities (Webex video conferencing software), to be held concurrently with the public hearing scheduled for October 23, 2023 at 7 p.m. in the Municipal Hall Council Chamber and via electronic communication facilities (Webex video conferencing software), and that notice be given of the scheduled public meeting.

7. [Proposed Fireworks Regulation Bylaw No. 5269, 2023 \(to Prohibit the Use and Sales of Consumer Fireworks\)](#) (File: 1610-20-5269/5272/5273)

RECOMMENDATION:

THAT

1. proposed “Fireworks Regulation Bylaw No. 5269, 2023” be read a first, second, and third time;
2. proposed "Fees and Charges Bylaw No. 5199, 2022, Amendment Bylaw No. 5272, 2023” be read a first, second, and third time; and
3. proposed “Bylaw Notice Enforcement Bylaw No. 4368, 2004 Amendment Bylaw No. 5273, 2023” be read a first, second, and third time.

BYLAWS

Bylaws are passed by a simple majority affirmative vote unless otherwise noted.

8. [Proposed Zoning Bylaw No. 4662, 2010, Amendment Bylaw No. 5254, 2023 \(2237 Palmerston Avenue\)](#) (File: 1610-20-5254)

RECOMMENDATION:

THAT the memorandum from the Planning Technician, dated September 19, 2023 and regarding 2237 Palmerston Avenue, be received for information.

The proposed bylaw received first reading at the June 26, 2023 Council meeting and Council scheduled a public hearing which was held on July 17, 2023 and then adjourned to September 18, 2023. As the September 18, 2023 reconvened public hearing has closed, the proposed bylaw may be considered for second and third reading at the September 25, 2023 Council meeting. As the reconvened public hearing has closed Council is not permitted to receive any further submissions regarding the proposed bylaw.

RECOMMENDATION:

THAT proposed “Zoning Bylaw No. 4662, 2010, Amendment Bylaw No. 5254, 2023” be read a second time.

RECOMMENDATION:

THAT proposed “Zoning Bylaw No. 4662, 2010, Amendment Bylaw No. 5254, 2023” be read a third time.

NEW BUSINESS

If new business items are added to the agenda at the time of agenda approval, the new items will be added to this section.

- 9. No items.

CONSENT AGENDA ITEMS

Items listed in the Consent Agenda are considered for approval in one motion, unless a member of Council wishes to debate an item and requests that it be excluded. If an item is excluded from the Consent Agenda it will be considered as an agenda item. The rule of order establishing a Consent Agenda provides that consent agenda items may be considered in total and without debate or amendment.

10. Consent Agenda Items

The following Consent Agenda items may be considered for approval in one motion, or considered separately, or items may be excluded for debate.

RECOMMENDATION:

THAT the Consent Agenda items as follows be approved:

- Item 10.1 regarding Proposed 2024 Permissive Tax Exemption Bylaw No. 5250, 2023;
- Item 10.2 regarding Proposed Arts & Culture Advisory Committee Revised Terms of Reference;
- Item 10.3 regarding Update on the District’s Heat Pump Top-Up Rebate and Jump on a New Heat Pump Programs; and
- Item 10.4 regarding Howe Sound Community Forum and Átl'ka7tsem/Howe Sound Biosphere Region Updates.

10.1. Proposed 2024 Permissive Tax Exemption Bylaw No. 5250, 2023

(File: 1610-20-5250)

Bylaws are passed by a simple majority affirmative vote unless otherwise noted.

RECOMMENDATION:

THAT

1. proposed “2024 Permissive Tax Exemption Bylaw No. 5250, 2023” be read a first, second, and third time; and
2. staff work with either the Community Grants Committee or, should the Community Grants Committee be disbanded, with the Community Grants Advisory Panel if one is formed, to review the Permissive Tax Exemption Policy, recommend updates if necessary, and improve the evaluation process for future years.

10.2. Proposed Arts & Culture Advisory Committee Revised Terms of Reference (File: 0116-20-ACAC/AMAC/CGC/PAAC)

RECOMMENDATION:

THAT

1. “Arts & Culture Advisory Committee Terms of Reference Policy 0064”, as approved on July 23, 2018, be rescinded;
2. proposed “Arts & Culture Advisory Committee Terms of Reference Policy 0064”, attached as Appendix B to the September 11, 2023 report titled Proposed Arts & Culture Advisory Committee Revised Terms of Reference, be approved;
3. “Art Museum Advisory Committee Terms of Reference Policy 0065”, “Community Grants Committee Terms of Reference Policy 0084”, and “Public Art Advisory Committee Terms of Reference Policy 0085” be rescinded as of December 31, 2023;
4. the Art Museum Advisory Committee, Community Grants Committee, and Public Art Advisory Committee be disbanded as of December 31, 2023; and
5. staff be directed to establish an Art Museum Advisory Panel, Community Grants Advisory Panel, Ferry Building Gallery Advisory Panel, and Public Art Advisory Panel comprised of community volunteers.

10.3. Update on the District’s Heat Pump Top-Up Rebate and Jump on a New Heat Pump Programs (File: 0332-03)

RECOMMENDATION:

THAT the report from the Senior Manager, Climate Action & Environment, dated September 15, 2023, and titled Update on the District’s Heat Pump Top-Up Rebate and Jump on a New Heat Pump Programs, be received for information.

RECOMMENDATION:

THAT the District phase out electric heat pump top-up rebates by December 31, 2023 and initiate top-up rebates for electric service upgrades and hot water heat pump installations under the CleanBC Better Homes Program, beginning January 1, 2024, to address these barriers in the electrification of fuel sources in homes.

10.4. Howe Sound Community Forum and Átl'ka7tsem/Howe Sound Biosphere Region Updates (File: 0332-01)

RECOMMENDATION:

THAT the letter dated August 28, 2023, from Ruth Simons, President, Howe Sound Biosphere Region Initiative Society titled Howe Sound Community Forum & Átl'ka7tsem/Howe Sound Biosphere Region Updates, attached as Appendix A to the report dated September 14, 2023 from the Senior Manager of Climate Action & Environment, be received for information.

RECOMMENDATION:

THAT the District of West Vancouver host the April 2024 Howe Sound Community Forum at a District facility and use \$4,500 from the Environmental Reserve Fund for the event.

OTHER ITEMS / NOTICES OF MOTION

- 11. No items.

REPORTS FROM MAYOR AND COUNCILLORS

- 12. **Reports from Mayor and Councillors** (to include reports on District board, committee, and working group meetings, and Metro Vancouver board and committee meetings)

RECOMMENDATION:

THAT the oral reports from the Mayor and Councillors be received for information.

PUBLIC QUESTIONS AND COMMENTS

Questions may be referred by Council to staff for subsequent response. Questions and comments relating to the following are not permitted: a Notice of Motion; a bylaw in respect of which a public hearing has been or will be held; an issue which is before the courts or on which Council has authorized legal action; a matter in respect of which a District-led public consultation process is planned or is in progress; the promotion of commercial projects/services or of a political party/candidate for elected office; publicly tendered contracts or proposal calls; funding requests; or a purpose or subject that is beyond the jurisdiction of Council.

- 13. **Public Questions and Comments (3 minutes per speaker)**

ADJOURNMENT

14. Adjournment of September 25, 2023 Council Meeting

RECOMMENDATION:

THAT the September 25, 2023 Council meeting be adjourned.