



Wednesday Oct 17th 2012

Place: DNV Hall 355 W. Queens Rd V7N 2K6

Time: 7:00-9:00pm

Chair: Peter Thompson – Edgemont & Upper Capilano C.A.

Tel: 604-985-5961 Email: bedeconsulting@shaw.ca

Regrets: Katherine Fagerlund – Deep Cove C.A.

1. Order/content of Agenda(*short)

Chair Pro-Tem Suggests:

2. Adoption of Minutes of Sep 19th

<http://www.fonvca.org/agendas/oct2012/minutes-sep2012.pdf>

Emails pertaining to draft minutes will be distributed at meeting.

Business arising from Minutes.

3. Roundtable on “Current Affairs”

A period of roughly 30 minutes for association members to exchange information of common concerns.

A. Overview of Advisory Design Panel- Introduction

TOR: <http://www.dnv.org/article.asp?a=4347&c=88>

ROLE: <http://www.dnv.org/article.asp?c=1028>

4. Old Business

4.1 Community Associations’ “Gatekeeper”

- Review of process in DNV changes
- Who should keep the “rules”?
- Implications of having no DNV “criteria” for recognition
<http://www.dnv.org/article.asp?p=true&a=411&v=164>
- Implications of funding by DNV of community associations
- Release of “5 options” DNV Discussion Paper on C.A.’s
http://www.fonvca.org/agendas/sep2012/CDNV_DISTRICT_HALL-%231816356-v1-Community_Association_Options_Discussion_Paper.PDF

Council approved “Option 2” – see

http://www.dnv.org/upload/documents/Council_Agendas_Minutes/120723RC_AGN.htm

See also www.dnv.org/upload/Public_Engagement_Charter.pdf

- **JCH Proposed changes to FONVCA “Procedures”**

Current: <http://www.fonvca.org/procedures.pdf>

Proposed: <http://www.fonvca.org/agendas/sep2012/Procedures-proposed.pdf>

& <http://www.fonvca.org/agendas/sep2012/procedures-proposed-v1.pdf>

& <http://www.fonvca.org/agendas/sep2012/Procedures-before-after.pdf>

4.2 Report from “Process” Committee of FONVCA

When available see www.fonvca.org/agendas/oct2012/CACP.pdf

5. Correspondence Issues

5.1 Business arising from 12 regular emails:

Distributed with full package and posted on web-site

5.2 Non-Posted letters – 8 this period

Distributed with full package but not currently posted on web-site.

6. New Business

Council and other District Issues.

- a) Invite Councillor(s) to attend FONVCA meetings
- b) Review of Development Cost Charges
- c) **Oct 16th DNV Budget Directions – public input**
<http://www.dnv.org/article.asp?a=5532>
- d) **Report on OCPIK – Dan & Corrie**
- e) Need for DNV Council to pass anti-SLAPP by-law
- f) **Why FONVCA members should attend Council Workshops AND request regular public input be allowed.**
- g) Future User Friendly DNV Statutory Notifications
http://www.fonvca.org/agendas/oct2012/Public_Hearing_Notice_Sign_Versions.PDF
and TEDX background video
http://www.ted.com/talks/dave_meslin_the_antidote_to_apathy.html
- h) Clarification needed on laneway/coach-house policy.
- i) Councils Meeting Secrecy – Ombudsman Sep/2012
<http://www.northshoreoutlook.com/news/171253231.html?mobile=true>
http://www.ombudsman.bc.ca/images/resources/reports/Special_Reports/Open_Meetings_Web.pdf
- k) Sep 9th Bike Master Plan Council Workshop – John Hunter

7. Any Other Business

- a) Comments on FONVCA Web Site
- Errors/Omissions? - Additions/Changes?
- b) Proposal to remove time/day limits to 30k School Zones
- c) Need for Federation of Urban Neighbourhoods (BC)?
- d) WV Community Engagement Cmt
http://www.westvancouver.ca/uploadedFiles/Your_Government/Agendas_and_Minutes/2012/October/12oct15-10.PDF
- d) Any news item resulting from 8.1(d) below?

8. For Your Information Items

8.1 Non-Legal Issues

- a) **Internet/Electronic Voting - continued**
<http://www.revparl.ca/english/issue.asp?param=199&art=1393>
- b) **Public Opinion Poll on Homelessness**
http://www.fonvca.org/agendas/oct2012/Community-Values-Public-Opinion-Survey-Report-Oct-4_12-FINAL.pdf
<http://stophomelessness.ca/public-opinion-survey-2012/>
- c) Nov 1st Talk: NS Safety Council – Mtn. Bike Accidents
<http://www.fonvca.org/agendas/oct2012/NSSC-1nov2012.pdf>
- d) **News-Clips of the month October 2012**
<http://www.fonvca.org/agendas/oct2012/news-clips/>

8.2 Legal Issues

- a) Independent Investigation Office Opens
<http://iiobc.ca/independent-investigations-office-opens-its-doors/>
- b) Ability to restrict affordable housing to local residents/workers
<http://www.fonvca.org/agendas/oct2012/news-clips/Whistler-pioneers-formula-for-affordable-real-estate.pdf>

9. Chair & Date of next meeting: Nov 21st

FONVCA Received Correspondence/Subject
17 September → 14 October 2012

LINK	SUBJECT
http://www.fonvca.org/letters/2012/17sep-to/Doug_Curran_22sep2012.pdf	Self policing as a practical option
http://www.fonvca.org/letters/2012/17sep-to/Doug_Curran_26sep2012.pdf	NS-Outlook - FONVCA is 'mainly an information sharing forum'
http://www.fonvca.org/letters/2012/17sep-to/Doug_Curran_30sep2012.pdf	NS-Outlook - FONVCA is 'mainly an information sharing forum'
http://www.fonvca.org/letters/2012/17sep-to/Doug_Curran_9oct2012.pdf	Kim Belcher's Draft minutes for September meeting
http://www.fonvca.org/letters/2012/17sep-to/Group-Letter_27sep2012.pdf	Group response to NS-Outlook article of Aug 30
http://www.fonvca.org/letters/2012/17sep-to/Irwin_Jerome_17sep2012.pdf	THE SLIPPERY SLOPE OF THE DENSIFICATION DEBATE
http://www.fonvca.org/letters/2012/17sep-to/Irwin_Jerome_18sep2012.pdf	THE SLIPPERY SLOPE OF THE DENSIFICATION DEBATE(2)
http://www.fonvca.org/letters/2012/17sep-to/Irwin_Jerome_24sep2012.pdf	Carbon Talks and Densification Dialogue
http://www.fonvca.org/letters/2012/17sep-to/John_Hunter_30sep2012.pdf	NS-Outlook - FONVCA is 'mainly an information sharing forum'
http://www.fonvca.org/letters/2012/17sep-to/John_Hunter_30sep2012b.pdf	NS-Outlook - FONVCA is 'mainly an information sharing forum'
http://www.fonvca.org/letters/2012/17sep-to/Wendy_Qureshi_2oct2012.pdf	Council clip from Monday's meeting
http://www.fonvca.org/letters/2012/17sep-to/Wendy_Qureshi_8oct2012.pdf	Council clip from Monday's meeting

Past Chair of FONVCA (Jan 2010-present)

Oct 2012	Peter Thompson	Edgemont & Upper C.A.	Notetaker
Sep 2012	John Hunter	Seymour C.A.	T.B.A. Kim Belcher
Jun 2012	Paul Tubb	Pemberton Heights C.A.	Diana Belhouse
May 2012	Diana Belhouse	Delbrook C.A. & SOS	John Miller
Apr 2012	Val Moller	Lions gate C.A.	Dan Ellis
Mar 2012	Eric Andersen	Blueridge C.A.	John Hunter
Feb 2012	Dan Ellis	Lynn Valley C.A.	John Miller
Jan 2012	Brian Platts	Edgemont & Upper Capilano C.A.	Cathy Adams
Nov 2011	Paul Tubb	Pemberton Heights	Eric Andersen
Oct 2011	Diana Belhouse	Delbrook C.A. & SOS	Paul Tubb
Sep 2011	John Hunter	Seymour C.A.	Dan Ellis
Jul 2011	Cathy Adams	Lions Gate C.A.	John Hunter
Jun 2011	Eric Andersen	Blueridge C.A.	Cathy Adams
May 2011	Dan Ellis	Lynn Valley C.A.	Brian Platts/Corrie Kost
Apr 2011	Brian Platts	Edgemont & Upper Capilano C.A.	Diana Belhouse
Mar 2011	Val Moller	Lions Gate C.A.	Eric Andersen
Feb 2011	Paul Tubb	Pemberton Heights ← Special focus on 2011-2015 Financial Plan	
Jan 2011	Diana Belhouse	S.O.S.	Brenda Barrick
Dec 2010	John Hunter	Seymour C.A. ← Meeting with DNV Staff on Draft#1 OCP	None
Nov 2010	Cathy Adams	Lions Gate C.A.	John Hunter
Oct 2010	Eric Andersen	Blueridge C.A.	Paul Tubb
Sep 2010	K'nud Hille	Norgate Park C.A.	Eric Andersen
Jun 2010	Dan Ellis	Lynn Valley C.A.	Cathy Adams
May 2010	Val Moller	Lions Gate C.A.	Cathy Adams
Apr 2010	Paul Tubb	Pemberton Heights	Dan Ellis
Mar 2010	Brian Platts	Edgemont C.A.	Diana Belhouse
Feb 2010	Special		
Jan 2010	Dianna Belhouse	S.O.S	K'nud Hille

FONVCA

Draft Minutes of Regular Meeting September 19th 2012

At DNV Hall 355 W. Queens Rd V7N 2K6

Attendees

John Hunter (Chair pro-tem)	Seymour Community Association
Kim Belcher (notes)	Capilano Gateway Association
Diana Belhouse	Delbrook C.A. & Save Our Shores Society
John Miller	Lower Capilano Community Res. Assoc.
Sharlene Hertz	Delbrook C.A.
Douglas Curran	Capilano Gateway Association
Eric Andersen	Blueridge Community Association
John Gilmour	Lynn Valley C.A.
Margie Goodman	Deep Cove C.A.
Katherine Fagerlund	Deep Cove C.A.
Dan Ellis	Lynn Valley C.A.
Eric Miura	Lynn Valley C.A.
Corrie Kost	Edgemont & Upper Capilano C.A.
Val Moller	Lions Gate N.A. / Woodcroft

Observers: Todd Coyne (North Shore Outlook)

Regrets: Brenda Barrick – Inter-River C.A., Cathy Adams – Lions Gate N.A.

The meeting was called to order at 7:03 PM.

1. Order/Content of Agenda

Chair Pro-Tem suggests: 1., 2., 3(A), 4.1, then rest as time allows. Agreed.

2. Adoption of June 20th 2012 Minutes

<http://www.fonvca.org/agendas/sep2012/minutes-jun2012.pdf>

Two Corrections:

In response to a clarification by Dan Ellis: Section 6.1(d) Sewage Treatment Paragraph 1, first sentence “to control this project” to now read “to provide input to this project”. The second paragraph is also amended by adding:

“DNV has great concern about the cost of the proposed North Shore waste water treatment plant, and uncertainty that the science is proven for requiring this level of treatment. The difficulty is that Federal and Provincial cost participation depends on accepting the treatment requirements. Although there are strong supporters for the project (those with an interest in building it), Stuart indicated that municipal acceptance of the project is not a “done deal.”

In response to the email http://www.fonvca.org/letters/2012/16jul-to/Doug_Curran_16jul2012.pdf:

Section 6.1(i) “The current situation is the result...” was amended to “The current situation, until now, is the result...”

3. Roundtable on Current Affairs

A. Presentation by Guest Speaker Jane Osborne:

Lionsview Seniors Planning Society

“SENIORS TODAY: Acting for a Better Tomorrow - Phase 2 – Final Report”

Jane spoke on a number of seniors issues. There are a number of “phases” that they have begun which include workshops, seniors’ action tables, surveys etc.

There was discussion and questions to Jane. For details of the presentations see http://www.lionsviewseniorsplanning.com/PDF/survey/Phase2_Final_Report.pdf

4. Old Business

A discussion of the issue on official criteria for DNV community associations took place.

It was indicated that the undated, unsigned “Community Associations in the District of North Vancouver: A Discussion Paper” regarding options for the relationship between the DNV and CAs was authored by the DNV Manager of Administrative Services.

Other points made were:

- That few CAs use the DNV Healthy Neighbourhoods Fund available to CAs.
- DNV were not “policing” CAs against the DNV criteria and some CAs did not meet the criteria.
- FONVCA could consider taking on the policing role via a “mailbox”.
- After 20 years of life, it is probably time to re-examine the role of FONVCA.
- FONVCA could adopt “parliamentary procedure” for its meetings – this approach lacked general support in this meeting.

As a result of DNV removing the criteria for “official recognition” of community associations (see agenda for details) and after some discussion Dan Ellis made a motion:

“That a Task Group of 3 – 5 FoNVCA representatives be struck to recommend at the October meeting a process for consulting community associations and the public on what community associations should be.”

It was agreed that the Task Force be comprised of the following members:

Dan Ellis – LVCA
Corrie Kost –EUUCA
Doug Curran – CGA
Sharlene Hertz - DCA

With the time for the meeting approaching the deadline of 9 PM the remainder of the agenda items that may require discussion will be carried forward.

9. Chair and Date of next meeting

Peter Thompson – Edgemont & Upper Capilano C.A. – 7 PM Wed Oct 17th

**THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
ADVISORY DESIGN PANEL**

TERMS OF REFERENCE

The Council for The Corporation of the District of North Vancouver adopts the following terms of reference for the Advisory Design Panel, herein referred to as the Panel:

1. COMPOSITION

The Panel is comprised of 11 members as follows:

3 architects registered in British Columbia, two of whose terms shall overlap the third's term;
2 landscape architects registered in British Columbia, whose terms shall overlap;
1 professional engineer, registered in British Columbia;
1 representative of the development industry;
1 representative of the building industry;
1 representative with a disability
1 visual art specialist; and
1 member of the R.C.M.P. who is a specialist in Crime Prevention through Environmental Design.

2. QUALIFICATIONS FOR APPOINTMENT

A person who

- (a) is a resident
- (b) is qualified in one of the fields set out in Section 1;
- (c) is not a member of the Council, a District employee, a District officer, or the Approving Officer

may be appointed as a member, except that no person may serve a third consecutive term.

3. VACANCY

A vacancy created by death or resignation shall be reported by the chairman to the Panel to the Council, who shall immediately appoint a replacement for the unexpired term of the former member.

4. ABSENTEEISM

A member who is absent, except for reasons of illness or with the leave of the Panel, from three consecutive, or five in any twelve consecutive, regular meetings of the Panel is deemed to have resigned effective at the end of the third or fifth such meeting, as the case may be.

5. RULES OF PROCEDURE

The Panel shall observe the following rules of procedure in the calling of and conduct in its meetings:

(a) Inaugural Meeting

The Panel shall meet annually on the second Thursday in January at an inaugural meeting at the Municipal Hall, 355 West Queens Road, at which the first order of business is the calling to order of the meeting and the selection of a chairman, during which the secretary shall preside, and the selection of a vice-chairman.

(b) Regular Meetings

The Panel shall meet monthly after the inaugural meeting at the Municipal Hall on the second Thursday of each month unless another time, date or place is fixed by the chairman at the previous meeting or by special notice.

(c) Special Meetings

The Panel shall meet for a special meeting at the call of the chairman or, in his absence, the vice-chairman, or three members.

(d) Notice to Members

Notice of a meeting, together with the agenda and available staff reports for the meeting, shall be delivered to each member with copies to the Municipal Clerk by the Friday prior to the meeting.

(e) Notice to Applicants

An applicant for an amendment to a plan or bylaw, or the issue of a permit shall be notified by the chairman in writing, such notice to be mailed by the Friday prior to the meeting at which the matter will be considered by the panel except that if, when the applicant is present at the meeting, consideration of the matter is deferred to another specified time, such notice is not required.

(f) Quorum

A quorum of the Panel is five.

(g) Conduct of Meeting

The chairman or, in his absence, the vice-chairman, shall preside at all meetings, and shall be guided by the following rules:

- (i) The order of business shall ordinarily be as set out in the agenda, except that the items may be taken up out of order or added to the agenda at the discretion of the chairman.
- (ii) All decisions of the Panel shall be made by resolution and by a majority vote of all members present, a member who abstains from voting being deemed to have voted in the affirmative; and on a tie vote, the question shall be negatived.
- (iii) A member who advises the chairman of his interest in an application that is before the Panel
 - (a) is deemed to be absent from the meeting while the application is being considered by the Panel, during which time he shall vacate his seat on the Panel; and
 - (b) may remain in the meeting room and be heard on behalf of the applicant.
- (iv) The Panel may meet in public or in camera as determined by majority vote of the members present, except that, whether the Panel is meeting in public or in camera, for the whole time that the Panel is considering an amendment to a plan or bylaw, or the

issue of a permit, the applicant for the amendment or permit is entitled to attend and be heard.

- (v) A Council member and a District planner attend each meeting in a resource capacity; and any other District employee, District officer, or the Approving Officer may attend in such capacity as required by the Panel.
- (vi) The chairman shall generally conduct the meeting in accordance with the Rules of Procedure applicable to the committee of the whole council.

(h) Minutes

Minutes shall be taken of all meetings of the Panel, and shall

- (i) record the mover and seconder of, and the voting on all resolution together with a synopsis of the debate as necessary, and when recommendations are made, the Minutes shall contain an explanation of the recommendation;
- (ii) be reviewed and signed by the chairman as a true record of the decisions of the Panel and by the person taking the Minutes;
- (iii) be distributed within one week after the meeting to the members, members of the Council, Municipal Manager, Municipal Clerk and, upon request, and at 25 cents a page, to members of the public;
- (iv) be distributed in the form of the relevant excerpt, to each applicant and/or his agent, as appropriate; and
- (v) be subject to correction at the next meeting of the Panel.

6. MANDATE

The Panel shall consider and advise Council and the appropriate Municipal staff on the following:

- (a) in the case of applications for a development permit or a siting area amendment, all aspects of the site layout, the exterior design of proposed buildings and structures, landscaping, and environmental quality;

- (b) Conformity of proposed developments to any design objectives and guidelines;
- (c) draft official community plan design objectives and guidelines;
- (d) heritage sites;
- (e) revitalization proposals;
- (f) building schemes;
- (g) major subdivisions;
- (h) all District development proposals, including parks;
- (i) signage;
- (j) any other matter referred by the Council;

and the Panel shall be provided in a timely manner with the information necessary to consider each item.

7. ANNUAL BUDGET

The Panel shall prepare an annual budget for the upcoming year for submission to the Municipal Manager prior to the 15th of November containing estimates for

- (a) meeting expenses;
- (b) District staff salaries;
- (c) funds to pay for reasonable and necessary expenses that arise directly out of the performance of the members' duties; and
- (d) any other expenses specifically itemized.

8. REMUNERATION

Members shall serve without remuneration, but they may be paid reasonable and necessary expenses that arise directly out of the performance of their duties, and the reasonableness and necessity of such expenses shall be to the satisfaction of the chairman.

Considered and Approved, Policy & Planning Committee - September 14, 1987.

Reconsidered and Approved, Policy & Planning Committee - December 7, 1987.

Reconsidered and Approved, Policy & Planning Committee - April 15, 1991.

Reconsidered and Approved, Regular Council - November 9, 1998.

Version: 3 Last modified: 3/28/2008 2:55:00 PM Viewed: 9/16/2012 8:03:04 PM

Community Design

To ensure that new developments meet the relevant neighbourhood design objectives, the District has an Advisory Design Panel in place. The role of the Advisory Design Panel is to advise council and staff on issues such as: site layout, the exterior design of proposed buildings and structures, landscaping, and environmental quality, conformity to design objectives or guidelines for the form and character of commercial, industrial and multi-family development, heritage issues, major subdivisions and building schemes, signage and development proposals on District land. Please see the [Advisory Design Panel](#) page for more details.

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AGENDA ITEM 4.1

Version: 164 Last modified: 8/20/2012 11:50:00 AM Viewed: 9/16/2012 8:13:23 PM

Community Associations

The following is a list of Community Associations who have voluntarily submitted their contact information for inclusion on the District Website. The District of North Vancouver does not monitor nor regulate Community Associations. If you have any questions about a Community Association, please contact them directly.

[Amalgamated Lower Capilano Steering Committee](#)
[Blueridge Community Association](#)
[Capilano Gateway Association](#)
[Deep Cove Community Association](#)
[Delbrook Community Association](#)
[Edgemont and Upper Capilano Community Association](#)
[Edgemont Village Merchants Association](#)
[Federation of North Vancouver Community Associations](#)
[Grousewoods/Capilano Residents Association](#)
[Hillcrest Avenue Community Association](#)
[Indian Arm Ratepayers Association](#)
[Inter-River Community Association](#)
[Keith Lynn/Brooksbank Community Association](#)
[Lions Gate Neighbourhood Association](#)
[Lower Capilano Community Residents Association](#)
[Lynn Valley Community Association](#)
[Maplewood Community Association](#)
[Mt. Seymour Parkway Community Association](#)
[Norgate Park Community Association](#)
[North Vancouver City & District Boundary Ratepayers](#)
[Norwood Queens Community Association](#)
[Panorama Drive Ratepayers](#)
[Pemberton Heights Community Association](#)
[Queensdale Neighbourhood Association](#)
[Save Our Shores Society \(North Vancouver\)](#)
[Seymour Community Association](#)
[Seymour Valley Community Association](#)
[Strathcona Community Association](#)
[Sunset Gardens Neighbourhood Association](#)
[Treelynn Residents Association](#)
[Upper Delbrook Community Association](#)
[Woodlands Sunshine Cascade Ratepayers Association](#)

Amalgamated Lower Capilano Steering Committee**Ms. Linda Stone House**

20 Glenaire Drive
North Vancouver, BC
V7P 1Y1
(T) 604-980-7626
(F) 604-984-3287

Blueridge Community Association[Eric Godot Andersen, Chair](#)

2589 Derbyshire Way
North Vancouver, BC
V7H 1P9
(T) 604-929-6849

[Michele Knight](#), Webmaster

Seymour Heights Community Association has merged with the Blueridge Community Association (January 1998).

[Capilano Gateway Association](#)

Email: capgatewayassoc@gmail.com

[Kim Belcher](#) 604-904-2409

[Douglas Curran](#) 604-985-5621

[Jai Jadhav](#) 604-986-0051

[Deep Cove Community Association](#)

[Ms. Katherine Fagerlund](#), Chair

1875 Deep Cove Road

North Vancouver, BC

V7G 1S7

(H) 604-929-6036

(C) 778-896-5044

[Delbrook Community Association](#)

Ms. Diana Belhouse

580 Granada Crescent

North Vancouver, BC

V7N 3A8

DelbrookCA@gmail.com

[Edgemont and Upper Capilano Community Association](#)

[Mr. James Walsh](#), Secretary

3449 Wellington Crescent

North Vancouver, BC

V7R 3B3

(T) 604-988-6318

(F) 604-988-6198

[Edgemont Village Merchants Association](#)

Robin Delany, President

c/o Delany's Coffee House

3099 Edgemont Blvd.

North Vancouver, BC

V7R 2N5

(T) 604-985-3385

Mike Violette, Vice-President

c/o Edgemont Village Jeweller

3102 Edgemont Blvd.

North Vancouver, BC

V7R 2N6

(T) 604-985-1500

[Federation of North Vancouver Community Associations](#)

[Mr. Corrie Kost](#)

2851 Colwood Drive

North Vancouver, BC

V7R 2R3

(T) 604-988-6615

(F) c/o Brian Platts 604-988-5594

[Grousewoods/Capilano Residents Association](#)

[Ms. Loraine Jamieson](#)

(T) 604-985-6623

Hillcrest Avenue Community Association

Ms. Nancy Heffring, Chair
4011 Hillcrest Avenue
North Vancouver, BC
V7R 4B7
(T) 604-988-8924

Indian Arm Ratepayers Association

Mr. Det Schmidt, President
#1 March Road
Anmore, BC
V3H 4Z4
(B) 604-469-9575 / 604-469-7164
(F) 604-469-9428

Inter-River Community Association

[Ms. Brenda Barrick](#), President
1177 Lillooet Road
North Vancouver, BC
V7J 3H7
(T) 604-987-4023

Keith Lynn/Brooksbank Community Association

[Mr. Ian Abercrombie](#), Chair
710 East 10th Street
North Vancouver, BC
V7L 2G1
(T) 604-988-5712

Lions Gate Neighbourhood Association

[Ms. Cathy Adams](#), President
2037 McLallen Court
North Vancouver, BC
V7P 3H6
(T) 604-987-8695
(F) 604-987-1100

Lower Capilano Community Residents Association

[General Information Email](#)

[John L. Miller](#), Communication Director
1666 Tatlow Avenue
North Vancouver, BC
V7P 2Z9
(T) 604-985-8594

Lynn Valley Community Association

[Mr. Eric Miura](#), President

Maplewood Community Association

[Mr. Tom Young](#), Co-Chair

2012 Dollarton Highway
North Vancouver, BC
V7H 1A4
(T) 604-929-3108
(F) 604-925-8160

[Mr. John Walkley](#), Co-Chair

(T) 604-929-6532

Mt. Seymour Parkway Community Association

Mr. Brent Mayall, Chair

3344 Mount Seymour Parkway
North Vancouver, BC
V7H 1G3
(T) 604-929-1195
(F) 604-903-9056

Norgate Park Community Association

[Mr. David Knee](#), President

1225 Alderwood Place
North Vancouver, BC
V7P 1K2
(T) 604-980-3863

[Mr. Knud Hille](#), Vice President

North Vancouver City & District Boundary Ratepayers

Mr. James Glassford (Chair)

405 East 29th Street
North Vancouver, BC
V7N 1E2
(T) 604-985-3550

Norwood Queens Community Association

[Barbara McKinley](#), Secretary

3898 Norwood Avenue
North Vancouver, BC
V7N 3R1
(T) 604-218-0904

Panorama Drive Ratepayers

[Mr. Peter Dunsford](#) - Interim Chair

2564 Panorama Drive
North Vancouver, BC
V7G 1V5
(T) 604-929-1964

Pemberton Heights Community Association

[Mr. Colin Metcalfe](#), President
1970 Pemberton Avenue
North Vancouver, BC V7P 2S8
(T) 604-980-9025

Queensdale Neighbourhood Association

No Information

[Save Our Shores Society \(North Vancouver\)](#)

[Mr. Kevin Bell](#), Chair
1302 Sunnyside Drive
North Vancouver, BC
V7R 1B1
(T) 604-980-9085

Seymour Community Association

[Ms Lorraine Harvey](#), Chair
3802 Brockton Crescent
North Vancouver, BC
V7G 1R6
(T) 604-929-7957

East Seymour and Roche Point Drive Community Associations merged in May 1999 to form the Seymour Community Association.

Boundaries have been extended in February 2003.

[Seymour Valley Community Association](#)

[Mr. Bill Maurer](#), Chair
2403 Riverside Drive
North Vancouver, BC
V7H 1V8
(T) 604-789-2172

Strathcona Community Association

[Ms. Chris Sallis](#), Chair
1009 Kinloch Lane
North Vancouver, BC
V7G 1V8
(T) 604-929-8757

Sunset Gardens Neighbourhood Association

Mr. Harry Kirwin, Chair
4031 Sunset Blvd.
North Vancouver, B.C.
V7R 3Y6
(T) 604-986-1189

Treelynn Residents Association

Mr. Greg Fowler
2591 Fromme Road
North Vancouver, BC
V7J 3K5
(T) 604-986-5173

Upper Delbrook Community Association

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[Go To Top](#)

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**Community Associations in the
District of North Vancouver:
A Discussion Paper**

Introduction

Community associations are grassroots organizations that generally come into existence to address a specific issue, for example to promote an event, take a stand on a civic issue, or to respond to some perceived adverse event affecting or potentially affecting an area of constituents. This area may or may not be well defined and may evolve or adjust over time as clarity is brought to the reason for forming the association, or as new issues arise.

Being self-created and self-guided, community associations are fundamental democratic institutions. By definition, this implies the right of citizens to become involved and evolve the nature of the group as is the will of the majority. History tells us that democracy is a struggle which is not always organized, efficient, or pretty; the nature of community associations should prove no different. Thus, we would expect community associations to develop, dissolve, suffer rancorous debate, or be effective lobbyists.

Given this ever-changing landscape of civic interest and involvement, the question for local government is to what extent should it engage community associations and what mutual benefits could result from this engagement. This brief discussion paper will not address the value of community associations; instead, it will accept their existence as a given and analyze the range of engagement options.

History

Community associations, or other groups such as ratepayer or neighbourhood associations, have probably existed since incorporation of the municipality in 1891. More recently, since 1995 the District has had a policy of recognizing community associations. This policy establishes eight criteria; groups who annually meet the criteria are listed on the District's webpage and are eligible for funding under the Healthy Neighbourhood Funding policy. These two policies are attached for reference.

The policy on recognition is a passive one for the District – associations bring themselves to the attention of the District by applying for recognition. Recognition is maintained by annually submitting specified documents such as minutes of an Annual General Meeting and a list of officers and directors, among other information. Follow up is done by the Clerk's Office and associations no longer wanting to be recognized are removed from the list of recognized associations published on the District's webpage (please note, however, that in order to maintain a *status quo*, no such action has been taken since early 2011 when the review of community associations was ordered).

The District has had a recent history rich with community associations: currently there are eighteen recognized associations. Some of these are more active than others and some access funding through the Healthy Neighbourhood Fund. Both the District's Sustainable Community Development Department and the Development Planning Section advise community associations of opportunities for input on community plans and development applications pursuant to the current Public Notification Policy; however, doubt as to the true representative nature of the input provided remains a concern.

In early 2011 Council was made aware of a new community association which appears to have emerged as the result of some dissatisfaction with the operation of an existing association. As a result, a review of the District's policy was deemed to be appropriate and to take place following the 2011 general municipal election. This discussion paper may form the starting point for that review.

Discussion

To provide context for the District's review, thirteen Metro Vancouver communities, including the two other North Shore municipalities, were surveyed on whether or not they recognize or engage community associations. The following table shows these results.

Municipality	Existing Policy?	Formal Recognition?	Formally Engaged?	Informally Engaged?	Grants/Funding Available?
Burnaby	No	No	No	Yes	Yes
Delta	No	No	No	Unknown	Unknown
Coquitlam	No	No	No	Yes	No
Langley City	No	No	No	No	Yes
Langley Township	Yes	Yes	Yes	n/a	Yes
Maple Ridge	No	No	No	Yes	Yes
New Westminister	Yes (Guidelines)	Yes	Yes	n/a	Yes
North Vancouver (City)	No	No	No	No	No
North Vancouver (District)	Yes	Yes	Yes	n/a	Yes
Port Coquitlam	No	No	No	No	Yes
Richmond	No response	No response	No response	No response	No response
Surrey	No	No	No	Yes	Unknown
Vancouver	Vision Groups <i>not</i> Community Associations	Yes	Yes	n/a	Yes
West Vancouver	No	No	No	No	No

Role of FONVCA

In any discussion about community associations within the District of North Vancouver, the presence of the Federation of North Vancouver Community Associations (FONVCA)

must be recognized. Each of the engagement options identifies a role for FONVCA in fulfilling its stated mandate. It is acknowledged that FONVCA is an independent body over which the District has no authority; however, suggestions are made as to its potential role given the degrees of engagement of community associations available to the District.

The mandate of FONVCA is “to improve the quality of life in our neighbourhoods.” The FONVCA webpage further states that it is a forum for the common concerns of member associations and its purpose is to strengthen these organizations through the sharing of information and experiences. These are reflected in the potential role it may play when considering the degrees of engagement and the associated level of District involvement with each.

Degrees of Engagement

This discussion paper envisions five conceptual options available to the District for engaging community associations which are summarized in the attached table. These options, generalized and presented as five to help define the spectrum of choices, range from no recognition or engagement to formal recognition and highly integrated in consultation processes.

Option 1

The option of not engaging community associations leaves them to conduct their business as they self-determine. When advocating for, or lobbying on, a particular civic matter, the association is free, as is any other organized body, to make representations to Council via the standard avenues.

Under this option there would be no District policy on recognition of community associations or any policy on availability of grants.

With the District not engaging community associations in any way, this would present an opportunity for FONVCA to take a leadership role and allow it to thoroughly fulfill its mandate and purpose. FONVCA would operate under its own procedural rules (perhaps developing a charter and bylaws which recognize a parliamentary authority, and possibly registering as a society under the B.C. *Society Act*) and establish a policy for recognizing community associations. This policy may also go as far as to specify reporting, accountability, and procedural requirements. Accordingly, FONVCA could maintain a current list (by monitoring compliance) of recognized associations to whom it could provide a forum for strengthening them through discussion and sharing of information and experience. It would then be in a position to provide general guidance through facilitation, advice, and mediation. Ultimately, FONVCA could act as an advocate for community associations (not act on their behalf on a particular referral but be a promoter of the concept of community associations).

This option allows community associations to develop and support one another within the existing association structure in the District. The associations, like any other District

resident or organized group, still have full access to Council through the normal means by which they may address issues of concern.

Option 2

An option of minimal engagement of community associations is a passive one which would see associations voluntarily provide contact information to the District. Receipt of the information would be acknowledged but, with no policy on recognition, there would be no fixed submission requirements or compliance follow-up.

A policy addressing community association grants would allow minimal funding to some of the associations on a first come, first served basis. This would be for the limited purpose of advertising association meetings. This policy would have to articulate eligibility criteria which should be crafted so as not to be misconstrued as any form of recognition or standing.

With the District being in possession of contact information from an association sufficiently organized to bring itself to our attention, staff in various District departments may choose, at their discretion, to provide information to associations and invite comment on a range of applications, plans, or proposals; if comment or other input is received, staff will make their own determination as to the credibility and true representativeness of that information and use it, or not, accordingly.

This level of engagement provides an excellent opportunity for FONVCA to provide a leadership role in the same manner as noted under option #1: it could maintain a list of members for whom it would provide the forum for information sharing, and advise, guide, facilitate, and mediate as well as advocate.

This option allows an association to organize itself and voluntarily bring it to the attention of the District. The availability of basic funding from the District will also assist associations in their development. District staff may choose to provide information to, or solicit comment from, these associations and use that information to the extent they feel comfortable. This provides an additional opportunity for residents and associations to provide input on District business while respecting their ability to self-organize.

Option 3

Limited engagement of community associations would see policies (or one combined) on recognition and grants. This option best reflects the current state of affairs.

The recognition policy would establish criteria and define annual reporting requirements by which ongoing recognition would be maintained. Active follow-up by District staff would be required to ensure the required submissions are sufficient for compliance with the policy. This would allow the establishment of a list of recognized associations (and the neighbourhoods they serve) for which the District would hold current contact information.

Being a recognized community association would be the basis for eligibility for funding under the grant policy. Grants would then be available on a first come, first served basis. Staff administering the policy would attempt to ration the available funding to the best of their ability but ideally it would be funded to the extent that most associations would receive some level of support. Use of the grants would be restricted to advertising for association annual general meetings and limited group development, such as block parties or neighbourhood bar-b-ques.

With a current list of recognized associations, which presently is eighteen, District staff could refer applications, plans, and proposals for comment. No policy will require referrals which would be at the discretion of District staff (this would be a departure from the current practice where the Public Notification Policy requires referrals). With no way to verify the broad representativeness of the comment provided, staff undertaking a referral will have to satisfy themselves of the value and usefulness of the input. If the input is used by staff, its source will be acknowledged when and where used.

With the District establishing policy on recognition and annual reporting, this would remove that element from the role of FONVCA (under the two previous engagement options). FONVCA's mandate and purpose would still be relevant but their leadership role would focus on guidance, advice, facilitation, and mediation to associations as well as advocacy on their behalf.

This option recognizes community associations and provides grants to assist with their development. The maintenance of a current list of associations provides the opportunity for District staff to solicit association input where they feel it is appropriate. This affords functioning associations an opportunity to comment on District business through the receipt of referrals, and the subsequent use of input by staff, if they are able to demonstrate their true representativeness; this will support the value of their input.

Option 4

Actively engaging community associations would require a more prescriptive recognition policy to establish credible representation of each association. While it is proposed that there would still be no policy requiring District staff to consult associations, comfort around association accountability and processes would give confidence in soliciting input and relying on it as representative of the association's constituents.

In addition to establishing recognition criteria, the recognition policy would go so far as to also set forth accountability and procedural requirements. Verification of compliance with these requirements would be part of the annual reporting requirement and would be audited by District staff for sufficiency.

Recognition criteria could be similar to the current District policy and be largely based on an application providing details of the name and purpose of the association, the area it serves, how it will structure itself (elected executive or as a society), how membership will be determined, and a list of contact information.

Annual reporting requirements could include updated contact information, current number of members, annual general meeting minutes, minutes of regular or periodic meetings, minutes of executive meetings if held separately, annual financial records, a copy of its constitution and bylaws, and copies of any written complaints to the executive and written responses thereto.

Accountability procedural requirements could include District approval of association bylaws upon initial application, the subsequent approval of bylaw amendments to ensure procedural fairness is protected (this would include notice of meetings, minute taking, quorum, ability for input by membership, action being put to the membership for voting, executive election procedures, prohibition on *in camera* meetings, and a written complaint system with required written responses from the executive), all general meetings being open to members and the public, executive meetings (if held separately) to be open to all members, and annually providing all meeting minutes.

Ongoing annual recognition would be contingent upon complete compliance with all elements of the policy. District staff will actively follow up on annual submissions and provide an audit for compliance with requirements but will not become involved in consulting, writing, or amending submissions, or with the procedural or operation details of the association. Simple follow up for completeness is currently done under the existing policy but the audit function will be a new task that will have staff time and District budget implications. This element will require further investigation as to time and cost involved.

A grant policy could use recognition as the eligibility criteria. The level of District commitment to this fund would be such that those associations wanting assistance will have access to it, subject to a reasonable upper limit per association. Use of the funds would be permitted for annual general meetings expenses (advertising, facility rental), other meetings costs (general meetings, executive meetings, open houses, guest speakers), and group development (block parties, bar-b-ques).

With recognized associations providing satisfactory proof of representation and accountability, District staff may more confidently rely on the input provided to referrals and solicitations. District staff may then, at their discretion, provide information to associations on applications, plans, and proposals for comment. Associations will be acknowledged for their contribution and when and where this input is used, it will be duly recognized.

As with the previous level of engagement (option #3), FONVCA's leadership role would be limited due to the District administering the list of recognized associations; however, its mandate and purpose would still be relevant and their leadership role would focus on guidance, advice, facilitation, and mediation to associations as well as advocacy on their behalf.

This option does not provide a new avenue of input for District residents through their community association but does bring credibility to an existing one, credibility to the

extent that input can be confidently relied upon by staff who likely will then make more frequent referrals.

Option 5

The highest level of community association engagement would be to require their consultation in District business.

The best way in which to do this would be through a comprehensive community association policy. Elements of this policy would include recognition criteria, reporting, accountability and procedural requirements, a grant process, dedication of staff resources, the possibly of the requirement that associations register as a society, and a statement articulating the kinds of District business on which it will be required that community associations be consulted.

The recognition, reporting, accountability, and procedural elements of the policy would be as detailed under option #4. Possibly requiring associations to register as a society under the B.C. *Society Act* would help formalize them but also assist in the reporting requirements as the Act requires annual reporting; the District could bring its requirements in line with this.

The policy would dedicate part of a District staff member (as part of other duties) to act as a coordinator and liaison. Coordination would be administering the policy – maintaining the list of recognized associations, their current contact information, receiving annual submissions, auditing those submissions for sufficiency, following up on those for completeness, monitoring compliance under the *Society Act* (if required), and administering the grant process. The liaison element would see the staff member actively involved in supporting associations through provision of guidance, advice, facilitation, and mediation as well as advocating on behalf of community associations. This role of community association liaison will be a new task that will have significant staff time and budget implications; these will have to be further investigated to determine the extent of time and cost involved.

In raising community associations to this level of accountability and organization (so as to be required by policy to be consulted on District business), the corollary would be to except grants to assist them in this. Funding would be available for all recognized associations. Permitted use of the funds could include annual general meeting expenses (advertising, facility rental), other meetings costs (general meetings, executive meetings, open houses, guest speakers), group development (block parties, bar-b-ques), and capacity building within the association (skill development workshops, etc.). A significant budget would need to be allocated to meet these needs, an amount ultimately determined by the number of associations being recognized.

Consulting community associations on specific items of District business would be required by policy. This would see them actively involved in particular processes, some of which may vary by the type of business but likely would involve a formal referral, reference material being provided, staff presentations, discussion with staff, and

provision of written input. Association input would be required to be acknowledged, considered, and addressed (as being incorporated or dismissed). As a contributor to a process, the association would be entitled to know the outcome.

Given that the District would fund a coordinator and liaison under this option, the role of FONVCA would be minimal. While its mandate remains relevant and it would serve as a forum outside of the District structure for the sharing of information and experience, a competent and trusted staff liaison may develop an effective relationship with the associations such that an outside forum may not be necessary; however, FONVCA will remain free to fill a need as circumstances may determine.

This option of engaging community associations creates an avenue by which they, if recognized under the policy, have a mandatory say in certain types of District business. It is a serious commitment by both parties but one which acknowledges and supports the association's role in the community and allows the District to benefit from direct and representative public input on important items of business.

Conclusion

A range of options for the recognition and engagement of community associations within the District of North Vancouver are presented in this discussion paper.

Circumstances have prompted a review of the District's policy on community associations; such a request does not necessarily infer a change of policy as the review may confirm the current policy is appropriate. Nonetheless, these options are presented for Council's review and consideration. Consideration of different levels of recognition and engagement should address the mutual benefits of the relationship, existing or enhanced community resources to support associations, and the ability of the District to devote limited resources to administering different levels of engagement.

A review of community associations by Council would be an appropriate opportunity to fully address the myriad of issues District staff and community members have on this important matter.

Degrees of Engagement

	Option 1	Option 2	Option 3	Option 4	Option 5
Level of Recognition	<ul style="list-style-type: none"> • none • no policy 	<ul style="list-style-type: none"> • acknowledged • no recognition policy • CA grant policy 	<ul style="list-style-type: none"> • recognized • policy on recognition and grants • policy defines reporting requirements (present policies) 	<ul style="list-style-type: none"> • recognized • policy on recognition and grants • policy defines reporting requirements plus accountability and procedural requirements 	<ul style="list-style-type: none"> • recognized • policy on recognition and grants • policy defines role of CAs, allocates funding and staff resources, in addition to reporting, accountability, and procedural requirements • possibly register as a society
Degree of DNV Involvement	<ul style="list-style-type: none"> • none 	<ul style="list-style-type: none"> • passive • CA information provided voluntarily • receive CA contact information 	<ul style="list-style-type: none"> • receive all information required by policy • active follow up on submission of required information • not recognized if not in compliance with policy 	<ul style="list-style-type: none"> • receive all information required by policy • active follow up on submission of required information • audit compliance with accountability and procedural requirements • not recognized if not in compliance with policy 	<ul style="list-style-type: none"> • a dedicated staff resource to act as liaison (as part of other duties) • staff liaison actively involved in supporting CAs: maintains list of recognized CAs and contact information, monitors compliance with policy submission requirements, audits and verifies accountability and procedural requirements, monitors Society Act requirements (if applicable), advocates on behalf of CAs, advises CAs, and mediates within or between CAs
Mutual Benefit	<ul style="list-style-type: none"> • none 	<ul style="list-style-type: none"> • information sent out to CA contact at staff discretion • if input provided is given limited credibility 	<ul style="list-style-type: none"> • information sent out to CA contact • input is acknowledged when used • representativeness of input not verifiable 	<ul style="list-style-type: none"> • information sent out to CA contact as a consultation • input provided is relied upon as valid and representative • input used and source acknowledge 	<ul style="list-style-type: none"> • CA is required to be consulted by policy • CA is actively involved in process • CA receives staff presentations • CA input is taken into consideration
DNV Funding	<ul style="list-style-type: none"> • none 	<ul style="list-style-type: none"> • limited • for some CAs • first come, first served for funding • limited to advertising community meetings 	<ul style="list-style-type: none"> • funding contingent upon being recognized • first come, first served for funding • staff try to ration funding • funding for most CAs • funding for AGM advertising and limited group development 	<ul style="list-style-type: none"> • funding contingent upon being recognized • funding for AGM meeting costs and advertising, group development, and other meetings • available to those CAs that want it • staff try to ration funding 	<ul style="list-style-type: none"> • significant funding • funding for staff resource (a small part of an existing staff member's duties but a new duty to be funded) • available for all recognized CAs • funding contingent upon being recognized • funding for AGM meeting costs and advertising, group development, and other meetings • funding for capacity building within the CA
Role of FONVCA	<p>Guidance</p> <ul style="list-style-type: none"> • uses own recognition policy covering criteria and reporting, accountability, and procedural requirements • maintains list of members and monitors compliance • operates under its own procedural rules • provides guidance, advises, facilitates, and mediates • advocates for CAs • mandate relevant • a forum for CAs to share information and experience 	<p>Guidance</p> <ul style="list-style-type: none"> • uses own recognition policy covering criteria and reporting, accountability, and procedural requirements • maintains list of members and monitors compliance • operates under its own procedural rules • provides guidance, advises, facilitates, and mediates • advocates for CAs • mandate relevant • a forum for CAs to share information and experience 	<p>Advisory</p> <ul style="list-style-type: none"> • provides guidance, advises, facilitates, and mediates • advocates for CAs • mandate relevant • a forum for CAs to share information and experience 	<p>Advisory</p> <ul style="list-style-type: none"> • provides guidance, advises, facilitates, and mediates • advocates for CAs • mandate relevant • a forum for CAs to share information and experience 	<p>Minimal</p> <ul style="list-style-type: none"> • mandate relevant • a forum for CAs to share information and experience



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Social & Community Services Planning	10
Sub-Section:	Community Liaison – Non Governmental Organizations	4790
Title:	Community Associations – Criteria for Official Recognition	1

POLICY

The District of North Vancouver recognizes and supports those Community Associations which meet the following criteria:

1. **Has a mandate which includes improving the quality of life in the neighbourhood.**
2. **Its membership is open to all persons residing in a geographic area whose boundaries are described.**
3. **The Association will register with the District Council the names and phone numbers of all officers and directors and will update this information when changes occur.**
4. **District Council will inform the Association of any other group in the described geographical area which is making representations.**
5. **There will be regular communication of the activities of the Community Association with the members.**
6. **There must be a duly advertised and open Annual General Meeting.**
7. **There is a written outline of how records of the Association are kept.**
8. **There is a written outline of the process by which residents may bring concerns to the Association.**

REASON FOR POLICY

To recognize and support those community associations which meet the established criteria.

AUTHORITY TO ACT

Delegated to Staff

PROCEDURE

Community Associations are to submit their application to the Clerk’s Office, which will maintain a list of contacts.

Approval Date:	May 1, 1995	Approved by:	Executive Committee
1. Amendment Date:		Approved by:	
2. Amendment Date:		Approved by:	
3. Amendment Date:		Approved by:	

**DISTRICT OF NORTH VANCOUVER
REGISTRY OF COMMUNITY ASSOCIATIONS
APPLICATION FORM**

1. Community Association _____

2. Boundaries of Neighbourhood(s) Served _____

3. Number of Residents Served _____ Number of Current Members _____

4. President/Chair _____

Address _____ Postal Code _____

Phone _____ Fax _____ Date of Application _____

5. Please list the names and telephone/fax numbers of all officers and directors:

NAME	TELEPHONE	FAX

6. Please attach a copy of your Association's mandate/constitution or objectives.

7. Please attach a copy of the minutes of the last AGM (if not attached, please indicate why not) _____

8. Do you regularly communicate with your members?

Yes How often? _____

No Why not? _____

 If yes, please attach a sample communiqué.

9. Briefly outline the process residents use to bring concerns to your Association.

****Please Note: The information provided on this form will be considered public**



The Corporation of the District of North Vancouver

CORPORATE POLICY MANUAL

Section:	Social & Community Services Planning	10
Sub-Section:	Community Liaison – Non Governmental Organizations	4790
Title:	Healthy Neighbourhood Funding Guidelines	2

POLICY

The District of North Vancouver will provide funding to support Healthy Neighbourhoods in accordance with the Healthy Neighbourhoods Funding Guidelines as indicated in the attachment to this policy.

REASON FOR POLICY

1. To assist existing community/neighbourhood associations, who meet the District's Criteria for Official Recognition, develop their memberships and increase involvement of residents in improving the quality of life in North Vancouver District neighbourhoods; and
2. To support the development of new neighbourhood associations in areas where none currently exist.

AUTHORITY TO ACT

Delegated to Staff

PROCEDURE

Application Forms will be submitted to the Social Planning Department.

Approval Date:	July 8, 1996	Approved by:	Executive Committee
1. Amendment Date:		Approved by:	
2. Amendment Date:		Approved by:	
3. Amendment Date:		Approved by:	

**HEALTHY NEIGHBOURHOODS
FUNDING GUIDELINES**

**DISTRICT OF NORTH VANCOUVER
May 1997**

PURPOSE OF THE FUND

1. Assist existing community/neighbourhood associations, who meet the District's Criteria for Official Recognition, develop their memberships and increase involvement of residents in improving the quality of life in North Vancouver District neighbourhoods; and
2. Support the development of new neighbourhood associations in areas where none currently exist

ELIGIBLE EXPENSES

Healthy Neighbourhood Funding will contribute funds towards:

- a) Meeting space if no free meeting space exists;
- b) Activities which increase communication with all residents of Neighbourhoods served by Community Associations, such as newsletters, community forums, and signage;
- c) Due to the limited nature of the fund (\$10,000), a maximum of .13 per capita would be available for each community association for one year and **associations with overlapping populations would be expected to jointly apply for Healthy Neighbourhood funding;** and
- d) Community associations may jointly apply for funds to support communication activities which serve more than one neighbourhood or community.

EXPECTED OUTCOMES

As more residents become aware of their local association and how to become involved, it is expected that (1) the membership of community associations will increase and (2) more residents will become involved in various activities of their association.

Based on these two expected outcomes, the Healthy Neighbourhood Fund will be evaluated during its first year of operation. Organizations using the Fund will be asked to keep track of their memberships and levels of involvement.

ADMINISTRATION OF HEALTHY NEIGHBOURHOOD FUND

Once the application for Healthy Neighbourhood Funds is approved, the community association will be asked to submit invoices for eligible expenses to the Social Planning Department. Once invoices are approved, they will be paid directly by the District.

ELIGIBILITY CRITERIA

Community Associations will have to meet the District's "Criteria for Official Recognition of Community Associations" as outlined on the Application Form. New associations will be given one year to meet the "Criteria for Official Recognition."

**APPLICATION FORM
HEALTHY NEIGHBOURHOODS FUND**

1. Community Association(s) _____

2. Neighbourhood Boundaries Served & Population Estimate _____

3. Number of Current Members _____ Date of Application _____

4. President/Chair _____

Address _____

Postal Code _____ Phone _____ Fax _____

5. Please describe items/activities for which funding is being requested and how they will address one or both of the following: (a) meeting space; (b) increased communication within the neighbourhood(s) with all residents.

6. What are the costs of the items/activities? What amount is being requested from the Healthy Neighbourhood Fund and what will be contributed by the Association?

ITEMS/ACTIVITIES _____

TOTAL COST _____ **LESS COMMUNITY ASSOCIATION CONTRIBUTION**

(Describe if in-kind, e.g. distribution of newsletter) _____

AMOUNT REQUESTED FROM HEALTHY NEIGHBOURHOOD FUND _____

AGENDA ITEM 4.1

THAT the minutes of the July 17, 2012 Public Hearing be received.

7. RELEASE OF CLOSED MEETING DECISIONS 

7.1. Community Association Review

June 12, 2012 Special Closed Meeting of Council

THAT Council approve option #2, contained in the discussion paper entitled *Community Associations in the District of North Vancouver: A Discussion Paper* attached to the report of the Manager of Administrative Services dated March 16, 2012, as the degree of engagement of community associations by the District of North Vancouver;

AND THAT Corporate Policy *Community Associations – Criteria for Official Recognition (10-4790-1)* be rescinded;

AND FINALLY THAT Corporate Policy *Healthy Neighbourhood Funding Guidelines (10-4790-2)* be amended by deleting the phrase “who meet the District’s Criteria for Official Recognition” from item #1 under Reasons for Policy.

7.2. William Griffin/Delbrook Centre Consolidation Project

June 11, 2012 Special Closed Meeting of Council

THAT the Program/Space Plan be approved;

AND THAT staff be directed to proceed to the detailed design phase;

AND THAT staff be directed to investigate financing scenarios including, but not limited to, debt financing and equity transfer and report back to Council with options and a public consultation process.

7.3. Grant Connell Tennis Centre Expansion Project Update

May 7, 2012 Special Closed Meeting of Council

THAT staff be directed to proceed with the 3 court expansion to the existing Grant Connell Tennis Centre to be funded on an interim basis from the Replacement Reserve with the final funding structure included in the Financial Plan Amendment Bylaw before the end of the year.

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.

*Staff suggestion for consent agenda.

Recommendation:

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

*

8.1. Bylaw 7671: Tree Protection Bylaw 

File No. 13.6480.30/006.000

Recommendation:

THAT “Tree Protection Bylaw 7671, 2012” is ADOPTED.

*

8.2. Bylaw 7821: Environmental Protection and Preservation 

File No. 13.6480.30/006.000

Recommendation:

THAT “Environmental Protection and Preservation Bylaw 6515 Amending Bylaw 20 (Bylaw 7821)” is ADOPTED.

8.3. Bylaw 7827: Fees and Charges Amendment 

File No. 13.6480.30/006.000

Recommendation:

THAT “Fees and Charges Bylaw 6481 Amending Bylaw 25 (Bylaw 7827)” is ADOPTED.

Public Engagement Charter

Official Community Plan Review 2009 - 2011

The District of North Vancouver's Public Engagement Charter is a guiding document describing the values and commitments underlying the consultation process associated with the review of the Official Community Plan (2009-2011).

It is a point of reference for ensuring an authentic, engaging, inclusive and transparent public engagement process.



DISTRICT OF NORTH VANCOUVER

April, 2009
Sustainable Community Development Department

PREAMBLE

What is at the heart of what defines the District of North Vancouver as a great place to live?

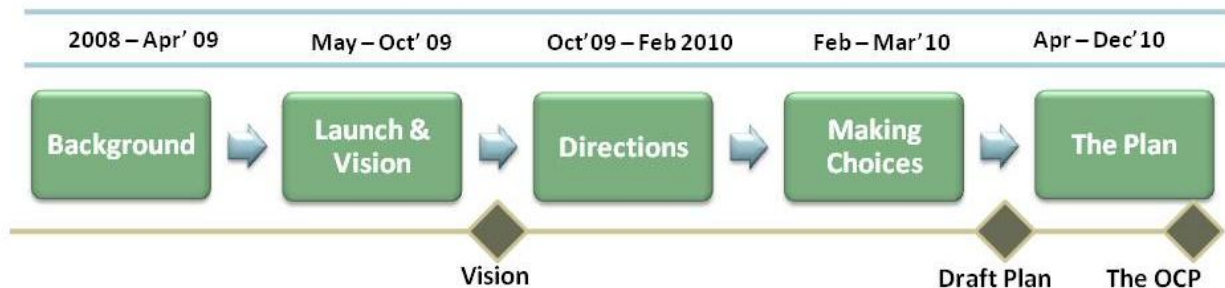
What does the future have in store for the District of North Vancouver? What will our identity look like in 25 years?

What can the municipality, its partners and the community do to shape a common desired future for the District?

To answer these and other fundamental questions, the District of North Vancouver is undertaking an Official Community Plan Review. The review process, which begins in 2009 and is expected to end by 2011 will fulfill the requirements outlined in Sections 875 to 879 of British Columbia's Local Government Act, address commitments required as part of Bill 27 and the BC Climate Change Action Charter, include statement(s) on adherence to the Regional Growth Strategy, and pursue the goal of sustainability as articulated, for example, in Council's commitment to The Natural Step.

A key element for this OCP review is a thorough consultation process that not only educates, informs, consults and involves key-stakeholders and the public but does so in an engaging and thought-provoking way. Informed and inclusive public engagement is seen as critical as it will help to ensure that the resulting OCP reflects the aspirations and ideas of a full spectrum of community interests, increasing the probability that the implementation of the OCP elements will receive a broad base of community support and meet our future community needs.

The OCP review process is envisioned in five stages, as illustrated diagrammatically below.



Specifically, the process moves from articulating a broad and inclusive vision at the early stages, to exploring desired directions and making strategic choices about policies and actions that move the District closer to the vision. Stakeholder and public engagement forms an essential backdrop to every single stage of this process as outlined in this Public Engagement Charter.

ENGAGEMENT PRINCIPLES

The District Official Community Plan will be guided by a community engagement process that adheres to the following principles:

Broad-based, inclusive and balanced – Engagement efforts reach out to all segments of the public, involving participants in a rewarding way, and welcoming diverse perspectives on addressing the needs and aspirations of current and future District residents.

Based on informed engagement – Relevant, clear, and evidence-based information is made readily accessible throughout the engagement process, using a variety of methods and media to encourage understanding and effective participation.

Authentic, transparent and responsive - Participants are well-informed about consultation and decision-making structures and mechanisms, and clearly understand how their input influences decisions through each phase of the engagement process.

Well-led and inspirational – The District demonstrates leadership by raising awareness of current issues, articulating the need for sustainability thinking and doing, exploring and communicating the implications of opportunities for change, and fostering collaborative opportunities for imagining a better future for the District.

Consistent and continuous – The process invites public involvement early on and on an ongoing basis until the adoption of the OCP and includes effective monitoring mechanisms after the Plan is adopted.

ROLES AND RESPONSIBILITIES

The Official Community Plan review is a complex process and will include many actors with varying roles and corresponding responsibilities. The following pages provide a summary of the governance system envisioned for this process.

Pre-Plan the Plan Team

The Community Planning Working Group (CPWG) was established in May, 2008 and included approximately 25 citizen volunteer members from different areas of interest throughout the District. During a year-long period leading up to the launch of the OCP review process in May 2009, the CPWG prepared the ground by carefully considering a range of community planning processes and issues faced by the District and providing advice to District staff and Council on the appropriate directions for the OCP review process. The CPWG's term ended with the submission of a Discussion Paper which identified key District challenges and issues the OCP must address, some proposed principles for a sustainable future, a set of recommendations on the OCP framework and the characteristics of the final Plan, as well as a set of recommendations on the desired public engagement process for the OCP review. This Public Engagement Charter is based on the recommendations of the CPWG with regards to the public engagement process and the OCP framework. Other recommendations of the CPWG are to be taken under advice at appropriate stages of the OCP review process.

OCP Roundtable

The OCP Roundtable is to be established in May, 2009 and will include approximately sixteen (16) citizen volunteers, representing various major interests in the community, who will act as a sounding board for District staff and consultants as they design and implement the OCP review process. The most important role of the Roundtable will be to support the implementation of the public engagement process following the directions outlined in this Public Engagement Charter. As the process goes on, the Roundtable will take on the additional role of supporting the development of OCP content (targets, policies, implementation plans etc) in line with the Community Vision identified and endorsed in principle by Council. Members of the OCP Roundtable will encourage participation of various sectors of the community in consultation events, and will themselves participate in them with an eye to the quality of the process and the consistency of its outcomes. The detailed terms of reference for the Roundtable can be found in Appendix 1 of this Charter. An ongoing monitoring role for the Roundtable may follow the adoption of the OCP in 2011.

The Community

An important consideration in developing the new OCP is to ensure that it speaks to the needs and aspirations of the community as a whole. The term community is used in its fullest sense and includes those who live, work and play in the District. The role of the community is to contribute information and become informed about the issues, trends and patterns facing the District, give input into the development of content at various stages of the process, and provide staff and Council with feedback on draft *elements of the Plan as they are developed*.

Key Stakeholders

There are various existing associations, agencies and committees that work on representing various key interests within the District. These include registered and non-registered community associations, committees, boards, commissions and reference groups, agencies and service providers for various sectors of the population, as well as the Province, Metro Vancouver, TransLink and neighbouring jurisdictions. It is recognized that these stakeholders have a key role to play in mobilizing the interests of different sectors of the population, and in encouraging participation of their constituents in the process. District staff will be reaching out to the key stakeholder groups specifically to invite their participation and to reach the broader community. The input and feedback from the key stakeholders will be received and valued alongside the contributions from other community members.

District Mayor and Council

As the main decision-making body in charge of the OCP, District Council approves resources to undertake the review, considers, endorses outcomes and policies in principle at each phase of the process and will similarly consider and must ultimately approve the Plan and subsequent District initiatives to implement the Plan, once adopted. Mayor and Council will display leadership in building trust for an open, inclusive and engaging process by acting as champions for the OCP. They will actively participate in the various engagement activities and help build understanding of issues and consensus on a vision and course of action amongst community members. Mayor and Council will reinforce the commitment to completing the OCP by making endorsements in principle at key milestones to ensure it moves forward through all phases to adoption of the Plan.

District Staff and OCP Consultants

Staff and consultants will be responsible for developing policies and strategies within the Plan informed by sound analyses, their own technical knowledge and professional experience, as well as the input gained through public consultation. With respect to the consultative elements of the OCP review process, staff and consultants' main role will be to translate the input from community consultations into OCP content for consideration and decision-making by Council. More specifically, District staff and consultants will be responsible for organizing and facilitating the consultation process, undertaking research and communication, providing information on the community to help inform participants, helping explore possibilities for the future in engaging and meaningful ways, articulate the need for sustainability "thinking and doing", document and illustrate materials generated, listen and encourage the inclusion of all voices and clearly illustrate how participants feedback is used to influence decisions.

Procedures for FONVCA , the Federation of North Vancouver Community Associations

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Boundaries: The Federation considers its boundaries to be those of the District of North Vancouver. Any Association partly or fully inside these boundaries is eligible for membership. Those fully inside the City of North Vancouver are welcome to join as non-voting participants.

Mandate: The mandate of the Federation is to improve the quality of life in our neighbourhoods. Furthermore, the Federation is a forum for the common concerns of member associations and its purpose is to strengthen these organizations through the sharing of information and experience. Full autonomy of each Community Association is to be maintained.

Attendees: Each Community Association may send up to two duly authorized representatives to each meeting. One vote per Association.

Officers: The Federation will register with Council the names, addresses, and phone numbers of the members and will update this information when changes occur. The **Chair** rotates among member organizations at each meeting. The Chair of the next meeting is chosen at each meeting and this person arranges the agenda with other representatives and provides for minutes, agendas, and copies of necessary materials. The Chair will provide a general mailing address for the Federation, although representatives with specific tasks assigned by the Federation may use their own mailing addresses. The Chair arranges meeting times and places (normally District Hall on the third Wed. of each month September-June, at 7:00PM). Council will inform the Federation Chair of any other group in the described geographic area which is making representation.

Communications: There will be regular communications of the activities of the Federation with the member Associations through reports to these associations by their representatives. All communications between the Federation and Council will be open. The September meeting will be considered the Annual General Meeting. The Federation will provide Council with the necessary information regarding the time and place where the AGM will be held. This would be an open meeting.

Records: Records of the Federation will be kept.

Members Concerns: The process by which member Associations may bring concerns to the Federation is to ask a Representative to move that the concern be an agenda item of a Federation meeting. The Federation is not bound to discuss any issue - whether arising out of the concerns of an individual, Association, municipal staff, or Council, unless a majority of Representatives wish it. Guests may be invited to make representations to a Federation meeting if that is approved by a majority of the Representatives attending a previous meeting, or if, subsequently, two-thirds of those attending the previous meeting agree.

Membership Criteria: Membership is based on meeting the criteria, as outlined below, according to majority assent by the Representatives

FONVCA Criteria for Official Recognition of a Community Association

- A mandate which included improving the quality of life in the neighbourhood.

- Membership is open to all persons residing in a general geographic area described as follows...

- The Association will register with Council** the names and phone numbers of all officers and directors and will update this information when changes occur. The Council will inform the Association of any other group in the described geographical area which is making representations.*

- There will be a regular communication of the activities of the Community Association with the members.

- There must be a duly advertised and open AGM.

- Records of the Association are kept as follows...

- The process by which residents may bring concerns to the Association is as follows:...

** Association refers to the community Association named in the Procedures for FONVCA, the Federation of North Vancouver Community Associations*

*** Council refers to District of North Vancouver and/or City of North Vancouver Council as applicable.*

Registered Date: _____

By District of North Vancouver	By the Federation

Procedures for FONVCA, the Federation of North Vancouver Community Associations

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Mandate: The mandate of the Federation is to improve the quality of life in our neighbourhoods. Furthermore, the Federation is a forum for the common concerns of Members and its purpose is to strengthen these organizations through the sharing of information and experience. Full autonomy of each Member is to be maintained; that is, FONVCA does not, and has no authority to "police" or interfere in the

internal affairs of its Members

Attendees: Each Community Association may send 1 or more duly authorized representatives to each meeting. One vote per Association.

Officers: The Federation will register with Council the names, addresses, and phone numbers of the Members and will update this information when changes occur. The Chair rotates among member organizations at each meeting. The Chair of the next meeting is chosen at each meeting and this person arranges the agenda with other representatives and provides for minutes, agendas, and copies of necessary materials. The Chair will provide a general mailing address for the Federation, although representatives with specific tasks assigned by the Federation may use their own mailing addresses. The Chair arranges meeting times and places (normally District Hall on the third Wed. of each month September-June, at 7:00PM). ~~Council will inform the Federation Chair of any other group in the described geographic area which is making representation.~~

Communications: There should be regular communications of the activities of the Federation with the member associations through reports to these associations by their representatives. All communications between the Federation and Council will be open. The September meeting will be considered the Annual General Meeting. The Federation will provide Council with the necessary information regarding the time and place where the AGM will be held. This would be an open meeting.

Records: Federation Records will be kept and be public.

Members Concerns: The process by which Members may bring concerns to the Federation is to ask a Representative to move that the concern be an agenda item of a Federation meeting. The Federation is not bound to discuss any issue - whether arising out of the concerns of an individual, association, municipal staff, or Council, unless a majority of Representatives wish it. Guests may be invited to make representations to a Federation meeting if that is approved by a majority of the voting Representatives attending a previous meeting, or if, subsequently, two-thirds of those voting Representatives attending the previous meeting agree.

Membership Criteria: Membership is based on meeting the criteria, as outlined below, ~~according to majority assent by the Representatives.~~

Historical Criteria for Official Recognition of a Community Association

- A mandate which included improving the quality of life in the neighbourhood.
- Membership is open to all persons residing in a general geographic area described as follows...
- The Association* will register with Council** the names and phone numbers of all officers and directors and will update this information when changes occur. The Council will inform the Association of any other group in the described geographical area which is making representations.
- There will be a regular communication of the activities of the Community Association with the members.
- There must be a duly advertised and open AGM.
- Records of the Association are kept as follows...
- The process by which residents may bring concerns to the Association is as follows:...

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Registered Date: _____	
By District of North Vancouver	By The Federation

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Attendees: Each Community Association may send 1 or more duly authorized representatives to each meeting. One vote per Association.

Officers: The Federation will register with Council the names, addresses, and phone numbers of the Members and will update this information when changes occur. The Chair rotates among member organizations at each meeting. The Chair of the next meeting is chosen at each meeting and this person arranges the agenda with other representatives and provides for minutes, agendas, and copies of necessary materials. The Chair will provide a general mailing address for the Federation, although representatives with specific tasks assigned by the Federation may use their own mailing addresses. The Chair arranges meeting times and places (normally District Hall on the third Wed. of each month September-June, at 7:00PM). ~~Council will inform the Federation Chair of any other group in the described geographic area which is making representation.~~

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Records: Federation records will be kept and be public

Members Concerns: The process by which Members may bring concerns to the Federation is to ask a Representative to move that the concern be an agenda item of a Federation meeting. The Federation is not bound to discuss any issue - whether arising out of the concerns of an individual, association, municipal staff, or Council, unless a majority of Representatives wish it. Guests may be invited to make representations to a Federation meeting if that is approved by a majority of the voting Representatives attending a previous meeting, or if, subsequently, two-thirds of those voting Representatives attending the previous meeting agree.

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Criteria for Official Recognition of a Community Association

- A mandate which included improving the quality of life in the neighbourhood.

- Membership is open to all persons residing in a general geographic area described as follows...

- The Association* will register with Council** the names and phone numbers of all officers and directors and will update this information when changes occur. The Council will inform the Association of any other group in the described geographical area which is making representations.

- There will be a regular communication of the activities of the Community Association with the members.

- There must be a duly advertised and open AGM.

- Records of the Association are kept as follows...

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Registered Date: _____

By District of North Vancouver	By the Federation

AGENDA ITEM 4.1 MARKUP VERSION

Procedures

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Comment [MSOffice1]: Several organizations are named; better to spell it out

Comment [MSOffice2]: This should point to DNV criteria; in my view we should not have our own criteria – leads to the Doug problem

Comment [MSOffice3]: OR ONLY ONE OF THOSE SENT, AS ONLY ONE CAN VOTE? Differentiate between "Representative" and "Voting representative"??

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Attendees: Each Community Association may send up to two duly authorized representatives to each meeting. One vote per Association.

Comment [MSOffice4]: I think we should reconsider this limitation – we do not enforce it anyway – several CAs had three members at the last meeting. If we were forced to seek a bigger room, WONDERFUL.

Comment [MSOffice5]: Who are small "m" "members"? the CAs? The current reps? If the latter, that could be work of no value.

Officers: The Federation will register with Council the names, addresses, and phone numbers of the members and will update this information when changes occur. The Chair rotates among member organizations at each meeting. The Chair of the next meeting is chosen at each meeting and this person arranges the agenda with other representatives and provides for minutes, agendas, and copies of necessary materials. The Chair will provide a general mailing address for the Federation, although representatives with specific tasks assigned by the Federation may use their own mailing addresses. The Chair arranges meeting times and places (normally District Hall on the third Thursday of each month September-June, at 7:00PM). Council will inform the Federation Chair of any other group in the described geographic area which is making representation.

Comment [MSOffice6]: Not sure what this sentence means

Comment [MSOffice7]: Not any more

Comment [MSOffice8]: Does this really happen????

Comment [MSOffice9]: To whom Council or us? Why would Council of the group vs. just sending them to us?

Communications: There will be regular communications of the activities of the Federation with the member Associations through reports to these associations by their representatives. All communications between the Federation and Council will be open. The September meeting will be considered the Annual General Meeting. The Federation will provide Council with the necessary information regarding the time

Comment [MSOffice10]: Reconsider not all have the horsepower to do this SCA no longer seems to for example

and place where the AGM will be held. This would be an open meeting.

Records: Records of the Federation will be kept.

Members Concerns: The process by which mMembers Associations may bring concerns to the Federation is to ask a Representative to move that the concern be an agenda item of a Federation meeting. The Federation is not bound to discuss any issue - whether arising out of the concerns of an individual, Aassociation, municipal staff, or Council, unless a majority of Representatives wish it. Guests may be invited to make representations to a Federation meeting if that is approved by a majority of the Representatives attending a previous meeting, or if, subsequently, two-thirds of those attending the previous meeting agree.

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By District of North Vancouver By The Federation

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 - There must be a duly advertised and open AGM.*
 - Records of the Association are kept as follows...*
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- = Association refers to the community Association named in the Procedures for FONVCA, the Federation of North Vancouver Community Associations*
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Comment [MSOffice11]: Watch definition of Representative must be the voting one and that is not how it is defined now

Comment [MSOffice12]: Current???? ?? Or is this some form of post previous meeting e-mail vote?

Comment [MSOffice13]: I STRONGLY QUESTION THIS. THIS IS DNV'S JOB, NOT OURS WE HAVE NO SUCH AUTHORITY TO MY KNOWLEDGE. WHAT ROLE DID WE PLAY IN THE TWO MOST RECENT CAS IN APPROVING THEM? WHAT IF DNV SAYS "YES", AND WE "NO", OR VICE VERSA? SIMPLY DIRECT THEM TO DNV'S RULES AND IF THEY ARE NOT LISTED BY DNV AS A Member, they can attend, space permitting, but no vote.

Comment [MSOffice14]: I THINK WE SHOULD GET RID OF THIS AND JUST REFER TO DNV RULES AND GIVE THE URL. SINCE WE DO NOT AND, PRACTICALLY AND PERHAPS LEGALLY, CANNOT SUPPORT THESE, LEAVE IT TO DNV. DOUG ARGUABLY HAS A POINT HERE WE SHOULD NOT HAVE UNENFORCEABLE "LAWS".

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Membership Criteria: Membership is based on meeting the criteria, as outlined below, according to majority assent by the Representatives

FONVCA Criteria for Official Recognition of a Community Association

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Community Associations Consultation Process

R3: 2012.10.02

At the Sept 19th FONVCA meeting the following motion was passed:

“That a Task Group of 3 – 5 FoNVCA representatives be struck to recommend at the October meeting a process for consulting community associations and the public on what community associations should be.”

D. Curran, D. Ellis, S. Hertz, and C. Kost volunteered to serve as the Task Group. After meeting on Sept 28 at Mollie Nye House and then discussing by e-mail, the Task Group offers the following:

Process Recommendation to FoNVCA – 2012.10.17

1. Inform – develop and web-post a concise backgrounder on:
 - a. survey / overview of CAs in DNV and other jurisdictions, J. Gordon’s report, Council’s Jun 12 in-camera decision
 - b. 2012 “state of the union” of CAs, FoNVCA history & mandate
 - c. this process, as amended / agreed by FoNVCA

*Purpose: to inform both the public and any CAs not currently aware.
(posted process to have extraneous detail edited out)*
2. Consult – all DNV-listed CAs, bi-laterally.
 - a. first develop questions (5 – 6?): goals, role, obstacles / needs & solutions, views on criteria, future directions, etc.
 - b. then present the questions to each CA individually for their consideration

Purpose: to obtain a) CA input, and b) CA buy-in for a workshop
3. Workshop – for both the DNV Public and DNV CAs; plus interested NGOs, service organizations and the like.
 - a. obtain a prominent keynote speaker to attract attendees
 - b. mechanics: obtain outside funding; obtain use of Council chambers or other venue; obtain a workshop facilitator; place public advertisements; apply for Healthy Neighbourhood Fund reimbursement.
 - c. invite Councilors to observe

Purpose: to debate issues and assess level of consensus / diversity on each
4. Commitment – bi-lateral discussion with CAs to:
 - a. assess each CA’s level of support for Workshop issues / consensus
 - b. obtain any additional input

Purpose: to confirm a) mutual understandings, and b) the level of CAs’ willingness to comply, and demonstrate compliance with any criteria arising from the Workshop.
5. Report
 - a. findings
 - b. recommendations for action
 - c. recommendations for report distribution

FONVCA AGENDA ITEM 5.1

Doug_Curran_22sep2012

Subject: Self policing as a practical option / FAQ | The Federation of Calgary Communities

From: Douglas Curran <dougcurran@shaw.ca>

Date: 22/09/2012 12:34 PM

To: fonvca@fonvca.org, Corrie Kost <corrie@kost.ca>

Hi Corrie,

At the most recent FONVCA meeting, a statement was made to the effect that self-policing does not work, was impossible as a component for FONVCA. Below is a link to the web page for the Federation of Calgary Communities, which appears - at least from this distance - to have a robust governance structure that is entirely self-directed and administered.

Their website states: "Community associations are individually registered as a society under the Alberta Government Societies Act. As a registered society their membership elects a Board of Directors to govern the organization. The only governing body that regulates community associations is the membership of the association."

The Calgary federation appears to be very robust in terms of its administration and structure and most likely to be above the level of organization contemplated by FONVCA members. Regardless there seems to be a number of elements that would be useful indicators for FONVCA to use in order to re-evaluate FONVCA operations and mandate.

<http://calgarycommunities.com/faq/#twelve>

Although I am not able to obtain the broadcast online a CBC "Eyeopener" broadcast from 2007 featured Calgary's mayor Naheed Nenshi. Points of the broadcast included, "...these associations perform an important service in offering community-based programs, they also have a quasi-official role in advocacy within city governance."

Questions dealt with during the program included: "Is this appropriate? Should your neighbours have a say in the design of your new deck? What happens if the association is losing members (as many are) and no longer represents the majority? What, if anything, is the alternative?"

<http://bettercalgary.blogspot.ca/2007/04/community-associations-right-model.html>

These are all valid and important points that need to be raised is we are to have credible and accountable community organizations. hopefully DNV Administration and Council, the DNV citizenry at large can be brought in discussion that works towards that level of clarity and mission for community associations here on the North Shore.

sincerely, Doug

Douglas Curran
2046 Curling Road
North Vancouver, B.C.
Canada V7P 1X4

Ph: 604-985-5621
www.dougcurranphotos.com

[Doug_Curran_26sep2012.pdf](#)

Subject: Fwd: North Shore Outlook - LETTER OF THE WEEK: FONVCA is 'mainly an information sharing forum'

From: Brian Platts <bplatts@shaw.ca>

Date: 26/09/2012 9:41 PM

To: Corrie Kost <corrie@kost.ca>

----- Original Message -----

Subject:North Shore Outlook - LETTER OF THE WEEK: FONVCA is 'mainly an information sharing forum'

Date:Wed, 26 Sep 2012 19:20:39 -0700

From:Douglas Curran <dougcurran@shaw.ca>

To:John Hunter <hunterjohn@telus.net>

CC:fonvca@fonvca.org, "Todd C." <tcoyne@northshoreoutlook.com>

John,

Towards the end of the September 19th FONVCA meeting, you took the opportunity as chair, to request the members present that it would be better if instead of going directly to the media, anyone with a FONVCA related issue should instead direct their comments to FONVCA directly. I would have thought that the recent letter to the editor (link below) would have equally benefitted from being circulated to FONVCA members at a meeting. Gauged by the signatures attached, it must have involved the core of FONVCA's members.

The Capilano Gateway Association was never contacted for input into the letter. Also notably absent is the name of any member of the LVCA. Where they asked to participate or their opinion sought with regard to the letter's contents and position?

if FONVCA is primarily an information sharing forum, it calls into question several letters sent to DNV Council either under the name of FONVCA, or by well-known FONVCA core members. In at least two significant cases, such letters were sent that were counter to expressed community wishes, or were sent on behalf of community figures who did not possess any elected mandate from their respective community.

The simple fact remains that FONVCA members are unwilling to require their members possess a valid and current mandate before sitting as a voting member or chairing a meeting.

The point of possessing a valid community mandate should not be dismissed as being beyond FONVCA's authority or even your own personal interest. You may recall a recent FONVCA meeting where you yourself questioned the bona fides of the CGA to sit at the FONVCA table, demanding to know if the our organization had held elections for its officers. Most appropriate and enlightening would have been if you had directed the same question to each person present in turn, to obtain their honest and honourable response.

sincerely, Doug

PS: All relevant documents and AGM Minutes are accessible on the [CGA blog](#).

<http://www.northshoreoutlook.com/opinion/letters/171363681.html>

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Doug_Curran_30sep2012.pdf

Subject: Re: North Shore Outlook - LETTER OF THE WEEK: FONVCA is 'mainly an information sharing forum'

From: Douglas Curran <dougcurran@shaw.ca>

Date: 30/09/2012 12:16 PM

To: John Hunter <hunterjohn@telus.net>

CC: FONVCA <fonvca@fonvca.org>, Corrie Kost <corrie@kost.ca>

John,

I don't see anything circular about the situation. It is only circular to the degree that members of FONVCA claim to have no authority that would preclude the organization from acting with a degree of agency that requires their members operate within the framework of what most DNV residents would recognize as legitimate and credible democratic principle and practice: to be hold free and regular elections and be accountable to their community.

When members of FONVCA trivialize such matters as being merely "infighting between between two community associations" they reveal a level of ethical ambivalence and contempt for the rights of the DNV resident. The awareness by DNV Council and Administration of this imbalance greatly influenced Council's recent decision to remove recognition of CAs.

To shift responsibility for FONVCA's lack of principled action on member's legitimacy from itself is to assume the mantle of helplessness and self victimization.

With regard to your questioning of the bona fides of the CGA, it is unnecessary to claim "THIS IS FALSE". You raised the question at the March 21st meeting, as you concur below. My point remains, while you deemed the question important to qualify the CGA presence, the same question remains valid to have been asked in turn of all others at the meeting.

Doug

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On 30-Sep-12, at 11:22 AM, John Hunter wrote:

Doug I was going to ignore your letter but since you posted it I will briefly respond. Response in **BOLD CAPS** below in your text.

LET ME BE CLEAR THAT IN FUTURE I AM GOING TO IGNORE YOUR LETTERS, AND THAT MY FAILURE TO RESPOND WILL NOT MEAN I AGREE WITH THEM. AS I HAVE NOTED IN PREVIOUS CORRESPONDENCE, I AM NOT INTERESTED IN CIRCULAR DEBATES, ESPECIALLY WHEN IN MY OPINION YOUR LETTERS OFTEN PUT WORDS IN MY MOUTH AND

SOME MAKE VAGUE ACCUSATIONS AGAINST FONVCA OR INDIVIDUALS, OR CONTAIN ANONYMOUS COMPLAINTS AGAINST PARTIES.

JOHN

From: Douglas Curran [<mailto:dougcurran@shaw.ca>]

Sent: September 26, 2012 7:21 PM

To: John Hunter

Cc: fonvca@fonvca.org; Todd C.

Subject: North Shore Outlook - LETTER OF THE WEEK: FONVCA is 'mainly an information sharing forum'

John,

Towards the end of the September 19th FONVCA meeting, you took the opportunity as chair, to request the members present that it would be better if instead of going directly to the media, anyone with a FONVCA related issue should instead direct their comments to FONVCA directly. **AS IT WAS INDIVIDUALS (NOT FONVCA) WHO REPLIED TO AN OUTLOOK ARTICLE IN WHICH MR. CURRAN AND A MEMBER OF HIS CA PARTICIPATED INVOLVING HEAVY PUBLIC CRITICISM OF FONVCA, WITHOUT ANY NOTICE TO FONVCA, AND GIVEN THAT MR. CURRAN IN FEBRUARY 2012 COMPLAINED IN WRITING ABOUT CERTAIN FONVCA MATTERS TO COUNCIL WITHOUT EVEN THE COURTESY OF A COPY TO FONVCA, I SEE THE POT CALLING THE KETTLE BLACK. SECONDLY, FONVCA'S (OR FONVCA PARTICIPANT'S) SUGGESTIONS IN FONVCA MEETING, IN E-MAILS, AND IN OUR REPLY LETTER THAT MEMBERS WORK THROUGH FONVCA REGARDING COMPLAINTS ABOUT FONVCA OR DESIRED CHANGES TO FONVCA HARDLY APPLIES TO OUR REPLY LETTER, IN MY OPINION. OUR LETTER IS A RESPONSE TO AN ATTACK ON FONVCA, NOT A COMPLAINT ABOUT FONVCA.**

I would have thought that the recent letter to the editor (link below) would have equally benefitted from being circulated to FONVCA members at a meeting. **NO, IT'S A PRIVATE LETTER BY INDIVIDUALS; WE DID NOT WANT IT TO BE A FONVCA LETTER AND TO NEGOTIATE THE WORDING WITH ALL FONVCA WOULD BE TOO TIME CONSUMING EVEN IF WE WANTED TO GO THAT ROUTE.** Gauged by the signatures attached, it must have involved the core of FONVCA's members.

The Capilano Gateway Association was never contacted for input into the letter. **DOUG, INDIVIDUALS INCLUDING THE SIGNATORIES OF THE LETTER ARE UNDER NO DUTY OR OBLIGATION TO CONTACT ANYBODY, IN WRITING A LETTER TO THE EDITOR.** Also notably absent is the name of any member of the LVCA. Where they asked to participate or their opinion sought with regard to the letter's contents and position?

if FONVCA is primarily an information sharing forum, it calls into question several letters sent to DNV Council either under the name of FONVCA, or by well-known FONVCA core members. In at least two significant cases, such letters were sent that were counter to expressed community wishes, or were sent on behalf of community figures who did not possess any elected mandate from their respective community. **ANOTHER VAGUE ACCUSATION THAT I CAN'T CONFIRM AS YOU GIVE NO SPECIFICS. I WILL NOT DIGNIFY SUCH WITH A REPLY.**

BUT FONVCA MEMBERS, IN MY OPINION, ARE ABLE TO SEND ANY LETTER THEY WISH TO ANY PARTY IN THEIR OWN NAME AS LONG AS THEY DO NOT PURPORT TO OR IMPLY THAT THEY REPRESENT FONVCA, UNLESS SO AUTHORIZED.

The simple fact remains that FONVCA members are unwilling to require their members possess a valid and current mandate before sitting as a voting member or chairing a meeting.

The point of possessing a valid community mandate should not be dismissed as being beyond FONVCA's authority or even your own personal interest. You may recall a recent FONVCA meeting where you yourself questioned the bona fides of the CGA to sit at the FONVCA table, demanding to know if the our organization had held elections for its officers. Most appropriate and enlightening would have been if you had directed the same question to each person present in turn, to obtain their honest and honourable response. **DOUG, THIS IS FALSE. THIS ACCUSATION IS MADE WITHOUT GIVING THE DATE OF THE "RECENT" MEETING. ARE YOU CLAIMING IT WAS THE SEPTEMBER MEETING? I MISSED BOTH THE MAY AND JUNE MEETINGS AND FIND NO SUCH THING IN MY NOTES OR ANY MINUTES BACK TO AND INCLUDING MARCH 2012.**

I ASSUME THAT SINCE YOU CLAIM I DID THE THINGS MARKED IN YELLOW, YOU HAVE (OR WILL) INSIST THEY BE IN THE MINUTES OF WHATEVER MEETING THAT WAS.

I WAS NOT EVEN THE CHAIR OF THE MEETING LATE LAST YEAR (OR MARCH 2012??) WHEN I DID ASK ABOUT YOU AND CGA. I SIMPLY ASKED WHO YOU WERE AS I HAD NEVER MET YOU BEFORE THAT I RECALL, AND I THINK CGA WAS NEW. I WOULD NEVER HAVE ASKED IF ANY CA HELD ELECTIONS; IN MY VIEW IT'S NONE OF MY BUSINESS.

LET'S CEASE THE QUILL DRIVING, IT'S NOT PRODUCTIVE.

sincerely, Doug

PS: All relevant documents and AGM Minutes are accessible on the [CGA blog](#).

<http://www.northshoreoutlook.com/opinion/letters/171363681.html>

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[Doug_Curran_9oct2012.pdf](#)

Subject: Spelling errors / Kim Belcher's Draft minutes for September meeting

From: Douglas Curran <dougcurran@shaw.ca>

Date: 09/10/2012 12:08 PM

To: Corrie Kost <corrie@kost.ca>

CC: FONVCA <fonvca@fonvca.org>

Hi Corrie,

In reading Kim's draft Minutes for the September meeting sent to FONVCA members, I noticed several typo errors (similar to the typing mis-strokes that appear on the final June minutes).

Most likely members would not be aware that Kim has over the years undergone a number of eye muscle operations that leave her with a degree of vision impairment and require a high degree of effort to write, read and compose. Not having notice of a "needed by" date for the draft Minutes added to her strain to complete the Minutes.

Kim volunteered to take notes for the meeting as no other members - including myself - stepped forward to undertake the task.

Given her difficulties of both taking the notes by hand at the meeting, as well as completing the draft Minutes, it would be a welcomed gesture if her work could be acknowledged at the next FONVCA meeting.

thank you, Doug

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Dear Editor

The August 30 article “Inside the North Shore's community associations” paints an inaccurate picture. Having said that, we sympathize with your reporter, since the Federation of North Vancouver Community Associations (“FONVCA”) had no full time chair, staff or spokesperson to respond officially to his questions.

The issue described in your article arose because the District of North Vancouver (“DNV”) had for many years a set of criteria for Community Associations (“CAs”) to obtain official recognition by DNV. While FONVCA’s documents referenced the criteria as both for FONVCA and DNV, FONVCA has no authority, mandate, jurisdiction, or resources to police the criteria and never agreed to do so. In fact, FONVCA’s written mandate:

“...to improve the quality of life in our neighbourhoods. Furthermore, the Federation is a forum for the common concerns of member associations and its purpose is to strengthen these organizations through the sharing of information and experience. Full autonomy of each Community Association is to be maintained.”

makes clear in the last sentence that FONVCA has no authority over CAs. FONVCA is mainly an information-sharing forum.

DNV Council decided in-camera in July to cease its oversight of CAs. We believe that it was mainly infighting between two community associations that caused Council’s action.

In early 2012, Mr. Curran of the Capilano Gateway Association began to criticize FONVCA for a number of things, including failure to enforce the CA criteria. Various FONVCA participants have tried to explain to Mr. Curran FONVCA’s role and jurisdiction as described above. He has been asked, in writing, to put written proposals to FONVCA in its meetings for changes he seeks, which would then be voted on by FONVCA participants; to date he has failed to do so.

Comments attributed to Mr. Eric Miura of Lynn Valley CA claim that, given DNV’s cancellation of oversight of CAs, “there is no incentive for anyone to do things properly”. In our view, it is wrong to assume that CAs will act inappropriately simply because there are no “criteria police”. Truth, honesty, transparency, and integrity can and do operate absent criteria police.

The unattributed claim that FONVCA has inserted itself into politics between CAs and DNV has no basis in fact and ignores both FONVCA’s actual practices and lack of authority over CAs. As to some unidentified group trying to “unseat” FONVCA, this is news to us, but in any event it would have to have a seat first – some role with both recognition and authority – to be unseated from!

To suggest that present day FONVCA acts as “an unelected shadow Council” is, in our opinion, ridiculous, and as with all these accusations, lacks evidence. FONVCA has no such authority, mandate, or legislative powers, nor does it seek such. The accusation completely misrepresents FONVCA’s role. All its meetings are open to the public and Councillors sometimes attend. The minutes of every meeting are on the FONVCA website www.FONVCA.org. Some “shadow Council”!

The statement that FONVCA meets in “district hall chambers” (i.e. Council chambers) is false, and would hardly be evidence of a “shadow Council”, even were it true. FONVCA, like some 15 other community

groups (year-to-date), meets in various District hall meeting rooms, because it is convenient, cost effective, and facilitates occasional DNV staff attendance.

Comments attributed to a member of the Capilano Gateway Association that FONVCA is “dangerous” and “dysfunctional” are inaccurate, and arise, in our view, due to a misunderstanding of the mandate of FONVCA and CAs.

We encourage those dissatisfied with FONVCA or CA processes to formally present their proposals for improvement to their CA (or FONVCA if about FONVCA) for a vote by the respective organization’s participants/members, before complaining to newspapers or elected officials. Such a co-operative and democratic process will, we believe, prove more effective.

Signed

Brian Platts: 604-988-5594

John Hunter: 778-928-4436

Corrie Kost:604-988-6615

Lorraine Harvey:604 929 7957

Bill Tracey:604-929-1338

Eric Andersen:604-929-6849

Peter Thompson:604-985-5961

Diana Belhouse:604-987-1656

David Knee:604-980-3863

John Miller:604-985-8594

Subject: The Densification Dialogue

From: Irwin Jerome <jerome_irwin@yahoo.com>

Date: 17/09/2012 3:30 AM

To: "fonvca@fonvca.org" <fonvca@fonvca.org>

CC: Corrie Kost <corrie@kost.ca>

FYI. See attached piece on the issue of densification

— Attachments: —

THE SLIPPERY SLOPE OF THE DENSIFICATION DEBATE.docx

19.8 KB

THE SLIPPERY SLOPE OF THE DENSIFICATION DIALOGUE

By
Jerome Irwin

An article by Bob Ransford, a real estate developer who specializes in urban land-use issues, recently appeared in the Vancouver Sun regarding what kind of plan is needed to address the over-arching issue of-urban densification in the City of Vancouver (“Open Talk Needed When It Comes to the ‘D’ Word”, Sept. 15th, 2012). Go to:

<http://www.vancouversun.com/Open+talk+needed+when+comes+word/7248194/story.html#ixzz26YIt5ZV6>)

The focus of Ransford’s piece was a dialogue report entitled, “Carbon Talks; Density in a City of Neighbourhoods”. Carbon Talks is part of a partnership with Simon Fraser’s University Centre for Dialogue, in collaboration with SFU’s Beedie School of Business, the School for Public Policy and the School for International Studies. Its stated goal is to advance Canadian global competitiveness by shifting to a low carbon economy. Go to:

<http://www.carbontalks.ca/documents/Dialogue%20reports/DensityDialogueReport.pdf>

The Carbon Talks dialogue report involved some 20 city resident participants, drawn from each of Vancouver’s neighbourhood communities, who came together with City of Vancouver and SFU staff in a conference to discuss a number of issues pertaining to future high-densification while attempting to envision the future of Vancouver from a neighbourhood perspective.

A multitude of thought-provoking issues and challenging points of view were raised during this conference. Issues and viewpoints, such as: how spot zoning in single family neighbourhoods raises concerns about the way city planners and developers dangle before residents the possibility of including amenities in whatever high-densification plan, but too often use the amenities as nothing more than sugar pills to better help the swallowing of the bad pill that comes with destroying a neighbourhood’s character and heritage. Either that or the existing or proposed amenities will not be able to support increased populations (i.e more schools, infrastructure, mass transit). Another express concern was using density to pay for amenities as a ploy for simply serving ever greater speculative housing, commercial and investment market interests. The dialogue report highlighted still so many more common concerns, such as: the potential loss of quality of life; the diminishment of neighbourhood aesthetics from bad, inhumane, high-density design and the connection between scale and aesthetics,

smaller buildings usually being more attractive than larger ones; out of scale ugly buildings that dominate the visual realm of the neighbourhood, block sunlight to surrounding homes and garden, eliminate privacy-existing mature trees-green landscapes and result in the subsequent loss of privacy, increased traffic and loss of safety on neighbourhood streets. Another issue raised by the 20 participants was how the city's planning and building department permit process is oppositional to preserving a neighbourhood's heritage and character and weighted more towards developers, as well as insufficient dialogue with neighbourhood residents, poor consultation, lack of meaningful community input and lack of appeal process to prevent bad development from occurring in the first place. Sundry other issues included: an unacceptable increase in neighbourhood street traffic and parking by shoppers and commuters on neighbourhood streets; too much green-washing that is being driven by profit motive rather than a healthy environment; how increased density negatively impacts upon property values; as well as the devaluation of land for single family homes and an intentional shift to denser development. Finally, another key issue raised was the difficulty in preserving and protecting a uniquely Canadian cultural and architectural identity in those neighbourhoods under assault by more and more offshore high-density development.

Ransford's article, however, didn't so much focus on these specific neighbourhood concerns as it did the position of participants like Gordon Price, the director of the Simon Fraser City Program and former Vancouver Councillor, who developed the discussion guide that framed the Carbon Talks dialogue.

During the dialogue process, some participants of the Carbon Talks openly expressed concern that Gordon Price holds a particular bias towards intense high-densification of the kind commonly espoused by former Vancouver Mayor Sam Sullivan and his Fourth Wave of Urban Reform, that some refer to as the Fourth Tsunami Wave of Urban disaster to ever hit Vancouver's shores. Over the years, Price hasn't exactly been a proponent of slow growth densification or those who advocate it.

Ransford made reference to the radical transformation of Vancouver's West End in the 1960's, seemingly as an example of how new forms of housing can be introduced while absorbing growth and mitigating impacts of high-densification that will create a liveable neighbourhood that residents will come to love. Attention was called to Gordon Price reminding the 20 citizen participants in the dialogue that the radical scale of growth in Vancouver's West End would be unacceptable to residents today. But what Ransford didn't mention was the fierce opposition that occurred at the time against the ruthless, unrelenting push for high-densification that was perpetrated upon the West End's original residents.

And as far as mitigating the impact and creating a liveable neighbourhood for those West End residents back in the 60's goes, the proponents of high-density growth back in the day no doubt likewise argued that by wiping out the former character and heritage of the West End, and replacing it with what is now perhaps the densest urban area on the planet, their intent was to create a different kind of liveable neighbourhood that a whole new wave of future high-density assimilated urban residents would come to love.

The implied inference being that people simply tend to assimilate whatever change will occur, but even when that new change is threatened with still further change will then, wrong-headedly, out of fear, narrow-mindedness or irrational resistance, want whatever previous change to be declared as heritage. The extension of that argument being that heritage and character are simply relative terms because what is or isn't considered to be heritage and character, in need of protection and preservation, is constantly in flux.

The fact remains, however, that the original residents of the beautiful cottages and homes that once graced the City's West End never were assimilated. They and their low, human-scaled homes have long since disappeared from the scene and now are nothing more than a vague, distant memory. But their ghosts still weigh into the argument.

One question not answered in the Ransford article was who the 20 selected citizens were who sat in on SFU's dialogue on density. How many were developers or development-oriented? How many represented real estate or corporate commercial interests? How many were community activists and advocates of slow-growth densification?

Ransford's basic slant seemed to lean in favour of big development interests. For example, the framing of the dialogue for whatever new plan the City of Vancouver ultimately will use, focused on:

- Looking beyond just addressing micro neighbourhood concerns in order to address the macro issues of the city as a whole. One key question that needs to be further explored in future dialogues of this nature, is whether getting local neighbourhood residents to focus more on the macro issues of the city as a whole, over the specific concerns of their individual neighbourhoods, is or is not a purely divide and conquer tactic. A tactic that is being used more and more by city planners and developers as a ploy to minimize or subsume local neighbourhood concerns to those that favour high-densification of the city as a whole.

- Looking beyond the issue of ever-higher high rise towers and gridlock traffic, which are simply givens that come with high-density growth, and so too simplistic an issue to focus upon.

One favoured tactic that city planners and their staff more and more commonly use to engage the public in such dialogues is to encourage their participation in various high-density building block or simulation exercises in planning and development. Too often these exercises can be designed and manipulated in such a way that neighbourhood residents are simply used as rubber stamps to create the kind of dialogue and outcomes on high-densification that city planners and the development community desire in the first place. The Carbon Talk dialogue also utilized a City Planning Simulation game where the 20 participants were asked to identify and plan the kind and type of increased high-density in their area. The inherent problem somewhat like asking residents, “If you could overlook for a moment what your local neighbourhood needs and concerns are, what kinds and how much high-density would you otherwise prefer if you were planning the city of the future?”

Crucial questions in need of answers for such future dialogues include:

- how to create a truly level playing field, with no preconceived outcomes, between the proponents of slow growth, small scale density and those who would create still more West End’s of the future.
- While at the same time addressing the compelling arguments both for and against realistic or unrealistic increases in the density of any neighbourhood or larger urban area.

Jerome Irwin, 1398 Hope Road, North Vancouver, B.C. V7P1W7 (604) 984-7598

Irwin_Jerome_18sep2012.pdf

Subject: Updated version of Densification Dialogue piece
From: Irwin Jerome <jerome_irwin@yahoo.com>
Date: 18/09/2012 2:53 PM
To: "fonvca@fonvca.org" <fonvca@fonvca.org>
CC: Corrie Kost <corrie@kost.ca>

FYI attached is an updated version of the Densification Dialogue piece earlier sent.

— Attachments: —

THE SLIPPERY SLOPE OF THE DENSIFICATION DEBATE.docx

20.8 KB

THE SLIPPERY SLOPE OF THE DENSIFICATION DIALOGUE

By
Jerome Irwin

An article by Bob Ransford, a real estate developer who specializes in urban land-use issues, recently appeared in the Vancouver Sun regarding what kind of plan is needed to address the over-arching issue of-urban densification in the City of Vancouver (“Open Talk Needed When It Comes to the ‘D’ Word”, Sept. 15th, 2012). Go to:

<http://www.vancouversun.com/Open+talk+needed+when+comes+word/7248194/story.html#ixzz26YIt5ZV6>

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The Carbon Talks dialogue report involved some 20 city resident participants, drawn from each of Vancouver’s neighbourhood communities, who came together with staff from the City of Vancouver and SFU in a conference to explore a number of issues pertaining to high-densification while attempting to envision the future of Vancouver from a neighbourhood perspective.

A multitude of thought-provoking issues and challenging points of view came to the fore during this conference. Issues and viewpoints, such as: how spot zoning in single family neighbourhoods raises concerns about the way city planners and developers dangle before residents the possibility of including amenities in whatever high-densification plan, but too often use the amenities as nothing more than sugar pills to better help the swallowing of the bad pill that comes with destroying a neighbourhood’s character and heritage. Either that or the existing or proposed amenities will not be able to support increased populations (i.e more schools, infrastructure, mass transit). Another express concern was using density to pay for amenities as a ploy for simply serving ever greater speculative housing, commercial and investment market interests. The dialogue report highlighted still so many more common concerns, such as: the potential loss of quality of life; the diminishment of neighbourhood aesthetics from bad, inhumane, high-density design and the connection between scale and aesthetics,

smaller buildings usually being more attractive than larger ones; out of scale ugly buildings that dominate the visual realm of the neighbourhood, block sunlight to surrounding homes and garden, while eliminating privacy, mature trees, green landscapes, as well as unacceptable levels of increased traffic and loss of safety on neighbourhood streets. Another issue raised by the 20 participants was how the city's planning and building department permit process is: oppositional to the preservation of a neighbourhood's heritage and character; is weighted more towards developers; doesn't provide for sufficient dialogue with neighbourhood residents; allows for little consultation or meaningful community input, and; lacks an appeal process to prevent bad development from ever occurring in the first place. Sundry other issues included: an unacceptable increase in neighbourhood street traffic and parking by shoppers and commuters on neighbourhood streets; too much green-washing that is being driven by a profit motive rather than a healthy environment; how increased density negatively impacts upon property values; as well as the devaluation of land for single family homes and subsequent intentional shift towards denser development. Finally, one other key issue raised was the difficulty in preserving and protecting a uniquely cultural and architectural identity in those neighbourhoods under assault by ever more high-density development.

Ransford's article didn't so much focus on these specific neighbourhood concerns as it did that of participants like Gordon Price, the director of the Simon Fraser City Program and former Vancouver Councillor, who developed the discussion guide that framed the Carbon Talks. Here is where the slippery slope of the densification dialogue begins!

During the process, some participants of the Carbon Talks openly expressed concern that Gordon Price holds a particular bias towards intense high-densification of the kind commonly espoused by those like former Vancouver Mayor Sam Sullivan and his Fourth Wave of Urban Reform, that some otherwise refer to as the *Fourth Tsunami Wave of Urban Disaster* to ever hit Vancouver's shores. Over the years, Price hasn't exactly been a proponent of slow growth densification or those who advocate it.

Ransford made reference to the radical transformation of Vancouver's West End in the 1960's, seemingly as an example of how new forms of housing can be introduced while absorbing growth and mitigating impacts of high-densification that, in the end, will create a liveable neighbourhood that residents will come to love. Attention was called to Gordon Price reminding the 20 citizen participants in the dialogue that the radical scale of growth in Vancouver's West End would be unacceptable to residents today. But what Ransford didn't mention was the fierce opposition that occurred at the time

against the ruthless, unrelenting push for high-densification that was perpetrated upon the West End's original residents.

And as far as mitigating the impact and creating a liveable neighbourhood for those West End residents back in the 60's goes, the proponents of high-density growth back in the day no doubt likewise argued that by wiping out the former character and heritage of the West End, and replacing it with what is now perhaps the densest urban area on the planet, their intent was to create a different kind of liveable neighbourhood that a whole new wave of high-density assimilated urban residents would come to love.

The implied inference being that people in general, simply tend to assimilate whatever change will occur, but even when that new change is threatened with still further change will then, wrong-headedly - out of fear, narrow-mindedness or irrational resistance - want whatever previous change to be declared as heritage. The extension of that argument being that heritage and character are simply relative terms because what is or isn't considered to be heritage and character, in need of protection and preservation, is constantly in flux.

The fact remains, however, that the original residents of the beautiful cottages and homes that once graced the City's West End never were assimilated. They and their low, human-scaled homes have long since disappeared from the scene and now are nothing more than a vague, distant memory. But their ghosts still weigh into the argument.

One question not answered by Ransford was who the 20 selected citizens were who sat in on SFU's dialogue on density. How many were developers or development-oriented? How many represented real estate or corporate commercial interests? How many were community activists and advocates of slow-growth densification?

By the sound of it all, the framing of the Carbon Talk dialogue seemed to lean in favour of big development interests in regard to whatever new plan the City of Vancouver ultimately decides to use as a slide rule for focusing on such matters as:

- Looking beyond just addressing micro neighbourhood concerns in order to address the macro issues of the city as a whole.

Here is where the slippery slope gets even steeper! One key question that needs to be further explored in future dialogues of this nature, is whether getting local neighbourhood residents to focus more on the macro issues of the city as a whole, over the very specific or grave concerns of their individual

neighbourhoods, could be turned into a divide and conquer tactic by proponents of high-density. There are those who already contend that such tactics are being used more and more by planners and developers as a ploy to minimize or subsume local neighbourhood concerns to those that favour high-density of the city as a whole.

- Looking beyond issues like ever-taller, more massive high rise towers and gridlock traffic.

Many in the development community will argue that such issues are simply givens that come with high-density growth and so too simplistic to solely focus upon within themselves. A favoured tactic that planners and their staff more and more commonly use to engage the public in such dialogues is to encourage their participation in various high-density building block or simulation exercises in planning and development. However, too often these exercises can be designed and manipulated in such a way that neighbourhood residents simply end up being used as rubber stamps to create the kind of dialogue and outcomes on high-density that planners and the development community desire in the first place.

The Carbon Talk dialogue also utilized a City Planning Simulation game where the 20 participants were asked to identify and plan the kind and type of increased high-density in their area. The inherent problem being somewhat like asking residents, “If you could overlook for a moment the pressing needs and concerns of your local neighbourhood, what kinds and how much high-density would you otherwise prefer if you were planning your city of the future? It’s a bit like asking someone how many times they beat their spouse. Whatever answer is offered essentially compromising one’s self either way.

Two crucial questions in need of answers for such future dialogues include:

- how to create a truly level playing field, with no preconceived outcomes, between the proponents of slow growth, small scale density and those who would create still more West End’s of the future.
- While at the same time addressing the compelling arguments both for and against realistic or unrealistic increases in the density of any neighbourhood or larger urban area.

Jerome Irwin, 1398 Hope Road, North Vancouver, B.C. V7P1W7 (604) 984-7598

Irwin_Jerome_24sep2012.pdf

Subject: Densification Dialogue feedback
From: Irwin Jerome <jerome_irwin@yahoo.com>
Date: 24/09/2012 6:34 AM
To: "fonvca@fonvca.org" <fonvca@fonvca.org>
CC: Corrie Kost <corrie@kost.ca>

FYI

As my recent piece on Carbon Talks and Densification Dialogue reaches more readers some interesting comments are being made. It is always so difficult to cut through the media's narrow eye of the needle strangle hold on viewpoints that are contrary to the accepted view of things.

Here is one such comment:

I read your piece with interest. Having participated in the SFU Carbon Talks "dialogue" I can confirm that your concerns are valid.

Bob Ransford represents the development industry's position and is obviously biased in how he portrays the event.

Further, the participants that were chosen were protected by Chatham House Rules to prevent those participating from divulging too much information. However, I can confirm that some community people invited refused to participate or considered withdrawing once they saw the list of attendees and read Gordon Price's discussion document, as they felt it was impossible to have a real discussion.

The city works to manufacture consent rather than have meaningful processes. This is true for all levels of government.

I see that you blog regarding North Vancouver issues.

<http://www.northvancouverpolitics.com/search?updated-min=2012-01-01T00:00:00-08:00&updated-max=2013-01-01T00:00:00-08:00&max-results=50>

So the truth will always have out if one is persistent enough.

John_Hunter_30sep2012.pdf

Subject:**From:** "John Hunter" <hunterjohn@telus.net>**Date:** 30/09/2012 10:04 AM**To:** "David Stuart" <StuartD@dnv.org>, "Councillor Alan Nixon DNV" <anixon@dnv.org>, "Councillor Doug Mackay-Dunn" <dmackay-dunn@dnv.org>, "Councillor Mike Little" <mlittle@dnv.org>, "Councillor Robin Hicks" <rhicks@dnv.org>, "Councillor Roger Bassam" <rbassam@dnv.org>, "Councilor Lisa Muri DNV" <lmuri@dnv.org>, "Mayor Richard Walton" <rwalton@dnv.org>**CC:** "FONVCA" <fonvca@fonvca.org>, "Corrie Kost" <corrie@kost.ca>

Dear Council and Staff

There have been several articles regarding FONVCA in the North Shore Outlook recently, the first on August 30 being quite critical of FONVCA and the second being a September 19 reply to that article by a number of FONVCA participants. The reply was not from FONVCA itself. The Outlook trimmed our reply letter, so our full uncut reply letter is attached for your information.

I have since received a written complaint from Mr. Curran regarding our letter being sent to the Outlook instead of working through FONVCA. As it was individuals who replied to an Outlook article in which Mr. Curran and a member of his CA participated with heavy public criticism of FONVCA, without any notice to FONVCA, and given that Mr. Curran in February 2012 complained in writing about certain FONVCA matters to Council without even the courtesy of a copy to FONVCA, I see little merit in his latest complaint. Secondly, FONVCA's suggestion in FONVCA meetings and in our reply letter that members work through FONVCA regarding complaints about FONVCA or desired changes to FONVCA hardly applies to our reply letter, in my opinion.

We will endeavour in future to avoid too much information to Council.

Regards, and speaking only for myself in this matter

John Hunter

— Attachments: —

FONVCA participants Letter to NSO FINAL Sep. 19_12.docx	15.5 KB
NS Outlook Article re CAs & FONVCA Aug 30_12.docx	122 KB

Dear Editor

The August 30 article “Inside the North Shore's community associations” paints an inaccurate picture. Having said that, we sympathize with your reporter, since the Federation of North Vancouver Community Associations (“FONVCA”) had no full time chair, staff or spokesperson to respond officially to his questions.

The issue described in your article arose because the District of North Vancouver (“DNV”) had for many years a set of criteria for Community Associations (“CAs”) to obtain official recognition by DNV. While FONVCA’s documents referenced the criteria as both for FONVCA and DNV, FONVCA has no authority, mandate, jurisdiction, or resources to police the criteria and never agreed to do so. In fact, FONVCA’s written mandate:

“...to improve the quality of life in our neighbourhoods. Furthermore, the Federation is a forum for the common concerns of member associations and its purpose is to strengthen these organizations through the sharing of information and experience. Full autonomy of each Community Association is to be maintained.”

makes clear in the last sentence that FONVCA has no authority over CAs. FONVCA is mainly an information-sharing forum.

DNV Council decided in-camera in July to cease its oversight of CAs. We believe that it was mainly infighting between two community associations that caused Council’s action.

In early 2012, Mr. Curran of the Capilano Gateway Association began to criticize FONVCA for a number of things, including failure to enforce the CA criteria. Various FONVCA participants have tried to explain to Mr. Curran FONVCA’s role and jurisdiction as described above. He has been asked, in writing, to put written proposals to FONVCA in its meetings for changes he seeks, which would then be voted on by FONVCA participants; to date he has failed to do so.

Comments attributed to Mr. Eric Miura of Lynn Valley CA claim that, given DNV’s cancellation of oversight of CAs, “there is no incentive for anyone to do things properly”. In our view, it is wrong to assume that CAs will act inappropriately simply because there are no “criteria police”. Truth, honesty, transparency, and integrity can and do operate absent criteria police.

The unattributed claim that FONVCA has inserted itself into politics between CAs and DNV has no basis in fact and ignores both FONVCA’s actual practices and lack of authority over CAs. As to some unidentified group trying to “unseat” FONVCA, this is news to us, but in any event it would have to have a seat first – some role with both recognition and authority – to be unseated from!

To suggest that present day FONVCA acts as “an unelected shadow Council” is, in our opinion, ridiculous, and as with all these accusations, lacks evidence. FONVCA has no such authority, mandate, or legislative powers, nor does it seek such. The accusation completely misrepresents FONVCA’s role. All its meetings are open to the public and Councillors sometimes attend. The minutes of every meeting are on the FONVCA website www.FONVCA.org. Some “shadow Council”!

The statement that FONVCA meets in “district hall chambers” (i.e. Council chambers) is false, and would hardly be evidence of a “shadow Council”, even were it true. FONVCA, like some 15 other community

groups (year-to-date), meets in various District hall meeting rooms, because it is convenient, cost effective, and facilitates occasional DNV staff attendance.

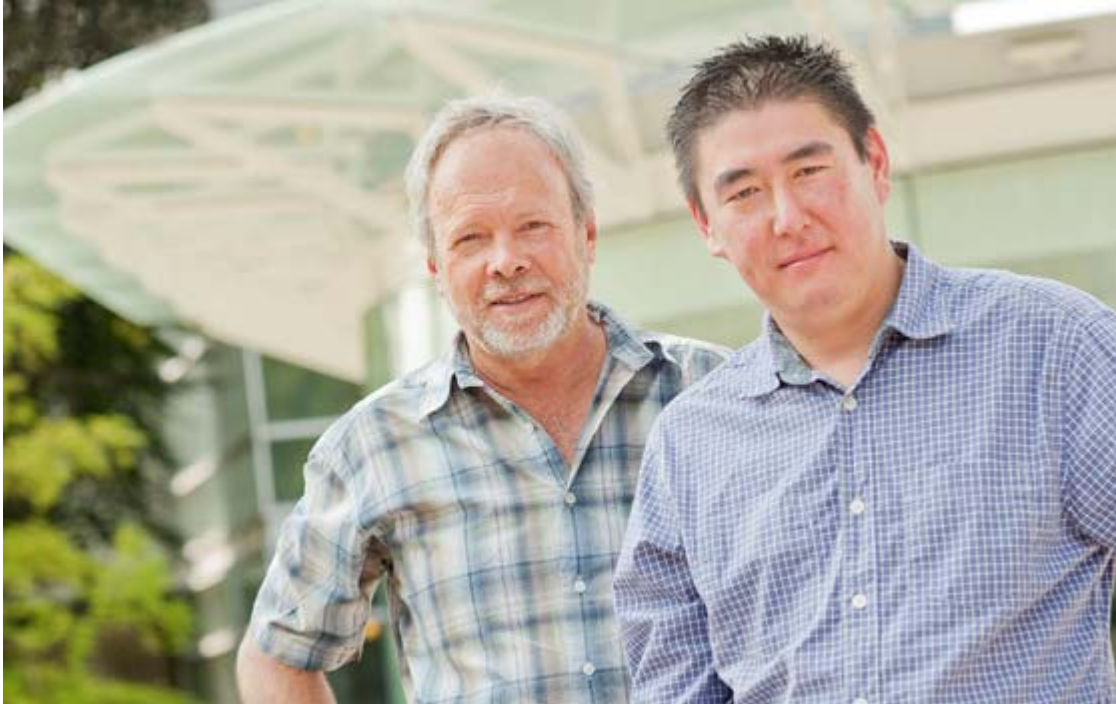
Comments attributed to a member of the Capilano Gateway Association that FONVCA is “dangerous” and “dysfunctional” are inaccurate, and arise, in our view, due to a misunderstanding of the mandate of FONVCA and CAs.

We encourage those dissatisfied with FONVCA or CA processes to formally present their proposals for improvement to their CA (or FONVCA if about FONVCA) for a vote by the respective organization’s participants/members, before complaining to newspapers or elected officials. Such a co-operative and democratic process will, we believe, prove more effective.

Signed

Brian Platts: 604-988-5594 John Hunter: 778-928-4436 Corrie Kost:604-988-6615
Lorraine Harvey:604 929 7957 Bill Tracey:604-929-1338 Eric Andersen:604-929-6849
Peter Thompson:604-985-5961 Diana Belhouse:604-987-1656 David Knee:604-980-3863
John Miller:604-985-8594

COVER STORY: Inside the North Shore's community associations



Doug Curran, Chair, Capilano Gateway Association (left) and Eric Miura, President, Lynn Valley Community Association outside North Vancouver District Hall.

Rob Newell photo

By [Todd Coyne - North Shore Outlook](#)

Published: August 30, 2012 9:00 AM

Residents' associations have long been a fixture on the North Shore, with records of ratepayers' groups and neighbourhood steering committee meetings dating back to the era of incorporation.

They're at the very grassroots of the political landscape, serving as both a community sounding board and political springboard for more than a few careers in public life.

But an in-camera vote of the District of North Vancouver council to cancel its oversight of the 18 community groups operating in the district has caused some in-fighting and worry among members.

From 1995 until just recently, the district had a policy of only recognizing those community associations which met eight specific criteria. Those criteria were that the community association; have a mandate that includes improving the quality of life in the neighbourhood, open its membership to all persons living in the area, register with district council the names and phone numbers of all officers and directors, communicate with its members regularly, advertise and hold annual general meetings, post written guidelines for how residents might bring concerns to the association and guidelines on how the association's records are kept, and finally, that district council would inform the association if any other group sharing the same geographical area was making a presentation to council.

For their troubles, those groups meeting the criteria were welcome to a bit of money under the district's Healthy Neighbourhood Funding policy. For now, that \$5,000 fund remains. Yet with no criteria for eligibility, how the district's Sustainable Community Development Department will dole it out remains unclear.

Be that as it may, the bigger issue at stake, say many of the more established associations, is the loss of oversight.

"There is no incentive now for anyone to do things properly," says [Lynn Valley Community Association](#) president Eric Miura. Founded in 1911, the 101-year-old LVCA is one of the most influential associations in the district and has long been a model for new neighbourhood group upstarts.

"But now what they have said is, 'We don't recognize any of them any more.'"

In its defence, the district says it undertook the recent review of its policy on community associations partly because it knew its criteria were not being met by many of its officially recognized groups anyway.

"In the review of it, half of the community associations weren't meeting the criteria that we had set up," explained district chief administrative officer David Stuart, when the decision by council to scrap its oversight was made public at the last council meeting before the summer break, on July 23.

"We experienced situations where there were complaints about one community association, whether they were meeting that criteria or not, and we really had no ability to really determine if in fact, for example, the community association was regularly communicating with members, how they were actually maintaining their records."

But community association leaders like Miura say a better response to the problem from the district would have been to enforce the criteria it claimed to be upholding, rather than scrap it altogether when they found it wasn't being met.

In fact, the LVCA was one of a handful of community associations that asked the district to review its policies on community associations because they felt the neighbourhood-sounding-board model was being co-opted by vocal NIMBY minorities and small single-interest groups claiming to represent whole communities without any popular mandate to do so.

"This is the opposite of what we were asking for," Miura says. "There's no benefit now in being a well-organized organization and it's really watering down the community communication."

[Capilano Gateway Association](#) chair Doug Curran agrees that something needed to be done to clean up the district's dealings with community associations, but says deregulation isn't the answer.

"We had a situation where positions were being advanced to DNV [District of North Vancouver] council on community association letterhead that had never been part of discussions in the community and, in fact, in some cases went directly against the expressed desires of the majority," Curran says. "We are undermining the very democratic rights of our community."

For that, some community organizers blame one community group in particular, the [Federation of North Vancouver Community Associations](#), saying it has tainted the neighbourhood-association model by inserting itself into local politics between the community associations and the district.

In fact, the impetus for the district's review of its community association policy came at least in part from one group's desire to unseat FONVCA.

"Council was made aware of a new community association which appears to have emerged as the result of some dissatisfaction with the operation of an existing association," district staff wrote in their policy review report released July 23. "As a result, a review of the district's policy was deemed to be appropriate."

Founded in 1993, FONVCA was to be a kind of community association for community association members, but some members have since fallen out with the umbrella group and now claim FONVCA acts as an unelected "shadow council."

It doesn't help those optics, perhaps, that the group meets in district hall chambers and did work with the district to develop the original community association policy.

But those are hardly evidence of ambitious political maneuvering.

While the three FONVCA members *The Outlook* spoke with declined to be quoted on behalf of the organization, they did say that FONVCA has never positioned itself as a go-between for district hall and the other community associations, and has certainly never tried to police the other associations — although many of those who cry "shadow council," they say, often turn around and expect them to do just that.

But FONVCA maintains it has no power over its members and represents no one group or issue, serving only as a discussion board for things affecting all community associations in the district.

Elaine Grenon, board member with the Capilano Gateway Association, disagrees.

"It's dangerous to have something like FONVCA that's self-governing without any oversight," Grenon says. "It's supposed to be the meeting place for community associations that meet the criteria that were set out by the DNV, but it's dysfunctional because nobody in DNV was ensuring the people that sat around that table were appropriately reflecting the desires and wishes of the communities they were living in. Some of them didn't have regular meetings and some of them were only interested in the single-family residents that lived in their community and not the apartment renters, townhouses, businesses and that sort of thing."

Neither the governments of West Vancouver nor the City of North Vancouver engage or even recognize their many community associations, a fact the district drew attention to when reviewing its policy.

And it's an arrangement that seems to work, as long as no one group appears to represent all others.

Longtime Ambleside and Dunderave Ratepayers' Association organizer Carolanne Reynolds says it's natural to look to some of the larger West Van groups like the British Properties Area Homeowners Association with envy. Democracy is, after all, power in numbers.

“Obviously some are going to be tempted to exaggerate their numbers, but we’re all aware of that. And I don’t think that’s a reason to be Draconian about their qualifications,” Reynolds says, explaining she doesn’t think there’s a need for formal government engagement with the groups.

If municipal governments would just allow members of different community groups to join those committees that are making decisions affecting their neighbourhoods, Reynolds says, then residents of even small community-association neighbourhoods could enjoy greater representation.

“I have been urging for many, many years that at least two different community associations have representatives on district committees because very often a lot of these committees will make a decision that’s very focused on themselves,” Reynolds says. “[Community association members] are not experts, but they are sensitive to their pockets being picked. The only two things are: Is this going to raise my taxes? And how much will it affect my neighbourhood?”

But those are matters over which no two individuals, let alone communities, have ever found perfectly harmonious middle ground. “History tells us that democracy is a struggle which is not always organized, efficient, or pretty,” North Van district staff wrote in the opening of their policy review. “The nature of community associations should prove no different.”

tcoyne@northshoreoutlook.com

twitter.com/toddcoyne

John_Hunter_30sep2012b.pdf

Subject: FW: North Shore Outlook - LETTER OF THE WEEK: FONVCA is 'mainly an information sharing forum'

From: "John Hunter" <hunterjohn@telus.net>

Date: 30/09/2012 11:22 AM

To: "FONVCA" <fonvca@fonvca.org>

CC: "Douglas Curran" <dougcurran@shaw.ca>, "Corrie Kost" <corrie@kost.ca>

Doug I was going to ignore your letter but since you posted it I will briefly respond. Response in **BOLD CAPS** below in your text.

LET ME BE CLEAR THAT IN FUTURE I AM GOING TO IGNORE YOUR LETTERS, AND THAT MY FAILURE TO RESPOND WILL NOT MEAN I AGREE WITH THEM. AS I HAVE NOTED IN PREVIOUS CORRESPONDENCE, I AM NOT INTERESTED IN CIRCULAR DEBATES, ESPECIALLY WHEN IN MY OPINION YOUR LETTERS OFTEN PUT WORDS IN MY MOUTH AND SOME MAKE VAGUE ACCUSATIONS AGAINST FONVCA OR INDIVIDUALS, OR CONTAIN ANONYMOUS COMPLAINTS AGAINST PARTIES.

JOHN

From: Douglas Curran [<mailto:dougcurran@shaw.ca>]

Sent: September 26, 2012 7:21 PM

To: John Hunter

Cc: fonvca@fonvca.org; Todd C.

Subject: North Shore Outlook - LETTER OF THE WEEK: FONVCA is 'mainly an information sharing forum'

John,

Towards the end of the September 19th FONVCA meeting, you took the opportunity as chair, to request the members present that it would be better if instead of going directly to the media, anyone with a FONVCA related issue should instead direct their comments to FONVCA directly. **AS IT WAS INDIVIDUALS (NOT FONVCA) WHO REPLIED TO AN OUTLOOK ARTICLE IN WHICH MR. CURRAN AND A MEMBER OF HIS CA PARTICIPATED INVOLVING HEAVY PUBLIC CRITICISM OF FONVCA, WITHOUT ANY NOTICE TO FONVCA, AND GIVEN THAT MR. CURRAN IN FEBRUARY 2012 COMPLAINED IN WRITING ABOUT CERTAIN FONVCA MATTERS TO COUNCIL WITHOUT EVEN THE COURTESY OF A COPY TO FONVCA, I SEE THE POT CALLING THE KETTLE BLACK. SECONDLY, FONVCA'S (OR FONVCA PARTICIPANT'S) SUGGESTIONS IN FONVCA MEETING, IN E-MAILS, AND IN OUR REPLY LETTER THAT MEMBERS WORK THROUGH FONVCA REGARDING COMPLAINTS ABOUT FONVCA OR DESIRED CHANGES TO FONVCA HARDLY APPLIES TO OUR REPLY LETTER, IN MY OPINION. OUR LETTER IS A RESPONSE TO AN ATTACK ON FONVCA, NOT A COMPLAINT ABOUT FONVCA.**

I would have thought that the recent letter to the editor (link below) would have equally benefitted from being circulated to FONVCA members at a meeting. **NO, IT'S A PRIVATE LETTER BY INDIVIDUALS; WE DID NOT WANT IT TO BE A FONVCA LETTER AND TO NEGOTIATE THE WORDING WITH ALL FONVCA WOULD BE TOO TIME CONSUMING EVEN IF WE WANTED TO GO THAT ROUTE.** Gauged by the signatures attached, it must have involved the core of FONVCA's members.

The Capilano Gateway Association was never contacted for input into the letter. **DOUG, INDIVIDUALS INCLUDING THE SIGNATORIES OF THE LETTER ARE UNDER NO DUTY OR OBLIGATION TO CONTACT ANYBODY, IN WRITING A LETTER TO THE EDITOR.** Also notably absent is the

name of any member of the LVCA. Where they asked to participate or their opinion sought with regard to the letter's contents and position?

if FONVCA is primarily an information sharing forum, it calls into question several letters sent to DNV Council either under the name of FONVCA, or by well-known FONVCA core members. In at least two significant cases, such letters were sent that were counter to expressed community wishes, or were sent on behalf of community figures who did not possess any elected mandate from their respective community.

ANOTHER VAGUE ACCUSATION THAT I CAN'T CONFIRM AS YOU GIVE NO SPECIFICS. I WILL NOT DIGNIFY SUCH WITH A REPLY.

BUT FONVCA MEMBERS, IN MY OPINION, ARE ABLE TO SEND ANY LETTER THEY WISH TO ANY PARTY IN THEIR OWN NAME AS LONG AS THEY DO NOT PURPORT TO OR IMPLY THAT THEY REPRESENT FONVCA, UNLESS SO AUTHORIZED.

The simple fact remains that FONVCA members are unwilling to require their members possess a valid and current mandate before sitting as a voting member or chairing a meeting.

The point of possessing a valid community mandate should not be dismissed as being beyond FONVCA's authority or even your own personal interest. You may recall a recent FONVCA meeting where you yourself questioned the bona fides of the CGA to sit at the FONVCA table, demanding to know if our organization had held elections for its officers. Most appropriate and enlightening would have been if you had directed the same question to each person present in turn, to obtain their honest and honourable response. **DOUG, THIS IS FALSE. THIS ACCUSATION IS MADE WITHOUT GIVING THE DATE OF THE "RECENT" MEETING. ARE YOU CLAIMING IT WAS THE SEPTEMBER MEETING? I MISSED BOTH THE MAY AND JUNE MEETINGS AND FIND NO SUCH THING IN MY NOTES OR ANY MINUTES BACK TO AND INCLUDING MARCH 2012.**

I ASSUME THAT SINCE YOU CLAIM I DID THE THINGS MARKED IN YELLOW, YOU HAVE (OR WILL) INSIST THEY BE IN THE MINUTES OF WHATEVER MEETING THAT WAS.

I WAS NOT EVEN THE CHAIR OF THE MEETING LATE LAST YEAR (OR MARCH 2012??) WHEN I DID ASK ABOUT YOU AND CGA. I SIMPLY ASKED WHO YOU WERE AS I HAD NEVER MET YOU BEFORE THAT I RECALL, AND I THINK CGA WAS NEW. I WOULD NEVER HAVE ASKED IF ANY CA HELD ELECTIONS; IN MY VIEW IT'S NONE OF MY BUSINESS.

LET'S CEASE THE QUILL DRIVING, IT'S NOT PRODUCTIVE.

sincerely, Doug

PS: All relevant documents and AGM Minutes are accessible on the [CGA blog](#).

<http://www.northshoreoutlook.com/opinion/letters/171363681.html>

2046 Curling Road
North Vancouver, B.C.
Canada V7P 1X4

Ph: 604-985-5621
www.doucurranphotos.com

Subject: Fwd: Council clip from Monday's meeting
From: Brian Platts <bplatts@shaw.ca>
Date: 02/10/2012 2:13 PM
To: Corrie Kost <corrie@kost.ca>

----- Original Message -----

Subject: Council clip from Monday's meeting
Date: Tue, 02 Oct 2012 13:31:54 -0700
From: Wendy Qureshi <wendyqureshi@shaw.ca>
To: dnvcouncil@dnv.org
CC: FONvca@fonvca.org

Hello all:

Dear Mayor and Councillors:

Why is the council clip from yesterday's meeting not on board?

I spoke to someone in the clerk's office and I again am told that they are short-staffed. It took about 4 times to get through to the clerk's office. There was buzzing and buzzing. Return to the nice Scottish lady.

We taxpayers who miss meetings need them the next day. My three nephews tell me that it would take about 5 minutes to put the council clip on the website.

I have been continually advised that the clip from the meeting would be available at about noon the next day. Not so.

Wendy Qureshi

604-980-1885

Subject: Fwd: Fwd: Council clip from Monday's meeting
From: Brian Platts <bplatts@shaw.ca>
Date: 08/10/2012 11:37 AM
To: Corrie Kost <corrie@kost.ca>

----- Original Message -----

Subject: Fwd: Council clip from Monday's meeting
Date: Mon, 08 Oct 2012 09:53:44 -0700
From: Wendy Qureshi <wendyqureshi@shaw.ca>
To: Fonvca@fonvca.org

FYI,
Wendy

Begin forwarded message:

From: Natasha Letchford <letchfordn@dnv.org>
Date: October 5, 2012 3:38:24 PM PDT
To: "wendyqureshi@shaw.ca" <wendyqureshi@shaw.ca>
Cc: Mayor and Council - DNV <Council@dnv.org>
Subject: Council clip from Monday's meeting

Hello Ms. Qureshi,

I regret that your phone call did not receive our prompt attention. Following your email, we reviewed the phone tree system and found that there was indeed a technical problem with the phone line, which has now been fixed.

We do strive to have our Council Clips on our website by noon following the meeting date and we often meet this target. However, due to competing statutory priorities we do not always meet our goal of having the clips online by noon.

In closing, we appreciate your feedback which assists us in improving our services and information to the public.

Regards,

Natasha

Natasha Letchford, CMC
Deputy Municipal Clerk
District of North Vancouver

Email: letchfordn@dnv.org
Direct: 604 990 2212

-----Original Message-----

From: Wendy Qureshi [<mailto:wendyqureshi@shaw.ca>]
Sent: Tuesday, October 02, 2012 1:32 PM
To: DNVCouncil
Cc: FONvca@fonvca.org
Subject: Council clip from Monday's meeting

Hello all:

Dear Mayor and Councillors:

Why is the council clip from yesterday's meeting not on board?

I spoke to someone in the clerk's office and I again am told that they are short-staffed. It took about 4 times to get through to the clerk's office. There was buzzing and buzzing. Return to the nice Scottish lady.

We taxpayers who miss meetings need them the next day. My three nephews tell me that it would take about 5 minutes to put the council clip on the website.

I have been continually advised that the clip from the meeting would be available at about noon the next day. Not so.

Wendy Qureshi

604-980-1885

You're invited to

Budget Directions - A Policy Discussion

Tuesday, October 16, 2012

5:00 p.m. - Opening Remarks

5:15 p.m. - Facilitated Table Discussions

6:45 p.m. - Wrap-up

7:00 p.m. - Closing

North Vancouver District Hall
355 W. Queens Road



NORTH VANCOUVER
DISTRICT

As we embark on this year's financial planning process, we are focusing beyond the 2013 budget to ensure that we remain a financially sustainable municipality. Our first step is to engage community members in a meaningful exchange of ideas about our financial future. What do you think is an appropriate use of debt? What are our options for sustaining our infrastructure? Should municipal spending be in line with inflation? And, what are our options for funding future services? Information and ideas generated by this initial conversation will help us determine policy direction for the 2013 and future budgets.

Please join us on October 16, as we explore these topics in an open dialogue environment.

Nicole Deveaux
*Chief Financial Officer and General Manager,
Finance and Information Technology*

Space is limited and registration is required for this event. Please RSVP to Vanessa Drake at drakev@dnv.org, or 604-990-2233 to confirm your attendance. In preparation for this event, please review background information available at www.dnv.org/budgetdirections2013.

Asset Sustainability

The infrastructure challenge facing Canadian municipalities is well documented and increasingly being discussed in the media. The District has made strong advances in asset management, integrating asset condition findings with long term funding plans. The issue of funding “asset consumption” is fundamental to sustaining District assets.

BACKGROUND

The Canadian Infrastructure Report Card (September 2012) confirms that Canada’s infrastructure is at risk due to insufficient taxation revenue to pay for significant repairs and upgrades to assets nearing the end of their useful lives. This is understandable given that municipalities receive 8% of each tax dollar collected from Canadians. The District is responding to the challenge by adopting international best practices in asset management. Asset conditions, risks and life cycle costs are now the cornerstone of our long-term financial planning.

Asset Sustainability Ratio	Avg	%					In millions	2012 Fair Value	% Physical Condition
		2007	2008	2009	2010	2011			
Non-Utility									
Buildings	42	58	32	76	16	27	\$ 722	49.4%	
Roads	57	60	60	23	71	71	370	25.3%	
Other	39	28	55	31	26	56	220	14.7%	
Utility									
Water	125	101	101	112	189	122	116	8.4%	
Sanitary	20	13	39	8	5	34	33	2.2%	
Storm	34	53	5	13	35	64			
All Assets	48	47	49	42	44	58	\$ 1,979	100.0%	

One commonly used measure of “asset health” is the Asset Sustainability Ratio. The ratio evaluates the extent to which assets are being replaced at the rate they wear out. The target aims at a level of annual capital spending in asset renewal and replacement that represents between 90% and 110% of the fair market value depreciation of the assets.

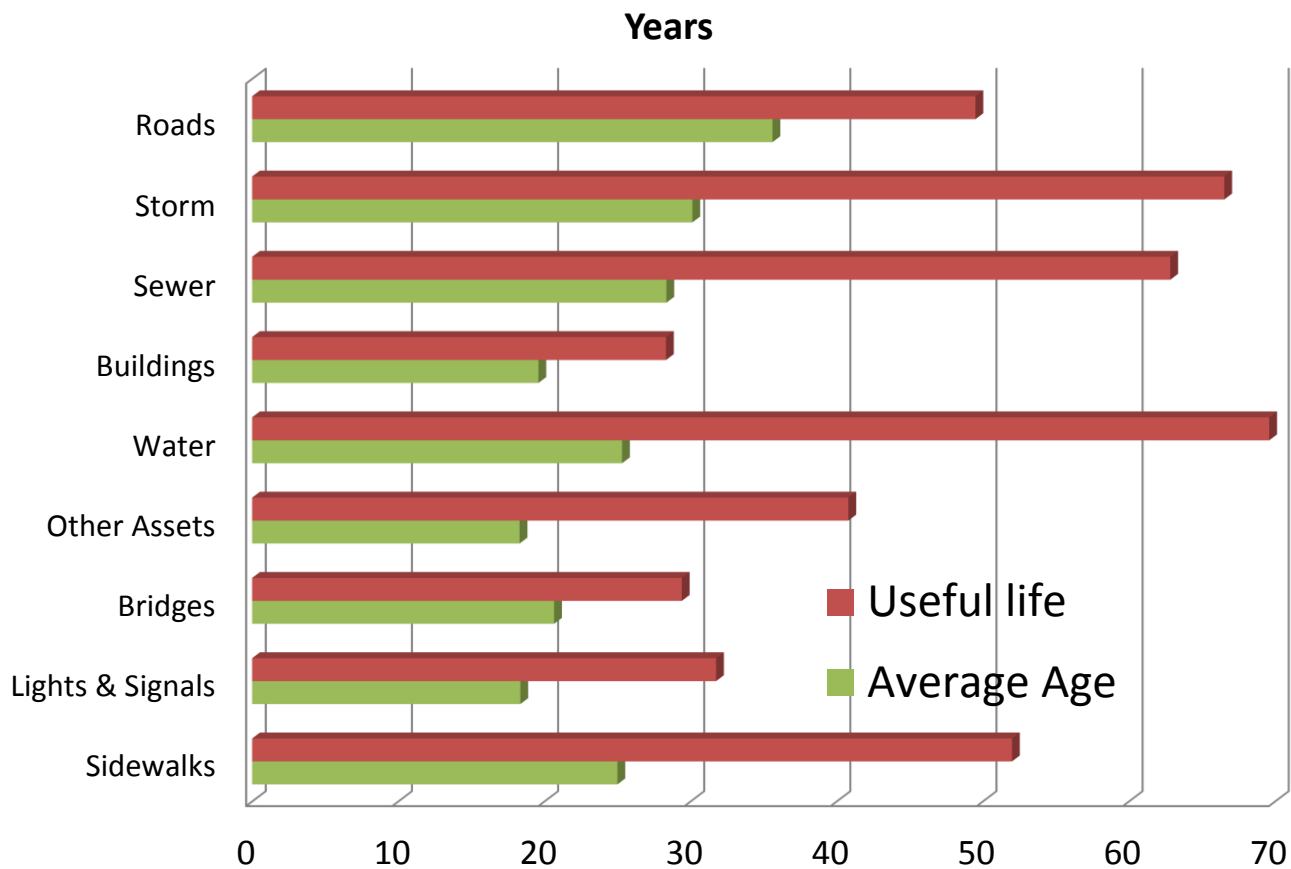
This is the first application of this model at the District, and at an average of 48%, the District’s asset sustainability ratio is improving but is still a distance from the target. The results are also mixed, some assets have reached sustainment and others are critically lagging behind. The District’s assets are being eroded at varying rates and overall funding needs to be increased to keep them in a state of good repair. When looking at physical condition, we note that 10% of our assets are in poor and very poor condition. Our standard is that no assets in service should be less than “fair” if we want to avoid escalating maintenance costs.

POLICY QUESTIONS

1. This analysis is based on retaining all existing facilities and infrastructure. Is this reasonable? What would you be prepared to give up if you had to make a choice?
2. In an environment of scarce resources, on which basis do you think we should prioritize the renewal/replacement of assets and allocate funds? With what criteria should we choose the funding of some assets before others?
3. Do you agree with the District standard of “fair” as an acceptable standard for physical condition? Would you use different standards for different assets?
4. Assets are being funded by tax and utility fees. Do you think that other funding mechanisms like facility surcharge or private partnership would be appropriate in some circumstances? When?

Supplemental Information

Infrastructure Life Expectancy - 2010



Cost of Service Sustainability

The District is interested to know how its municipal spending is behaving in relation to inflation and population growth. The press often reports that municipal spending is out of control. How do you know if that is true?

BACKGROUND

The Fiscal Sustainability Index (FSI) is a measure of the combined effect of inflation and growth on a government's ability to control its spending over time (CFIB "Municipal Spending Watch Report"). This measure is experimental and how to calculate it is still being ironed out. Preliminary results for the District suggest that the cost containment measures over the last three years have had a significant impact in keeping spending in check.

The formula for the index is shown below. A result of 1.0 indicates an organization has contained spending relative to pressures from both population and inflation growth. A reading of less than one indicates that a municipality's spending power is being eroded by inflation or that it has managed to keep spending below its population and inflation growth. Conversely, a reading of more than one suggests that spending is ahead of inflation and growth, or that a municipality is catching up on deferred maintenance, or is investing in capital replacement and renewal.

$$\text{Fiscal Sustainability Index (FSI)} = \frac{\% \text{ Change in Operating Spending (Actuals)}}{\% \text{ Population Growth} + \text{Inflation Growth}}$$

(Based on a rolling 5 year average)

Municipalities have long been interested in an appropriate measure of spending. The Union of British Columbia Municipalities has advocated for a Municipal Price Index (MPI) at the regional level for some time. The MPI would aim at identifying cost pressures specific to municipalities adjusted for non-controllable external costs. CPI is believed not to be representative of the real municipal cost drivers.

On the surface, a sustainability index of 1.1 over the last five years means that the District has been spending ahead of population and inflation growth. The pre-Olympic labour agreement was the most significant cost pressure during that time which was offset by \$4.5 million in budget reductions in the last three years. Without the impact of the pre-Olympic labour agreement, the index would have performed better.

DNV Fiscal Sustainability Index 2007-2011

Last 5 Years	1.1
Last 5 Years adjusted ⁽¹⁾	0.8
Last 3 Years	0.7
Last 3 Years adjusted ⁽¹⁾	0.5

Note:

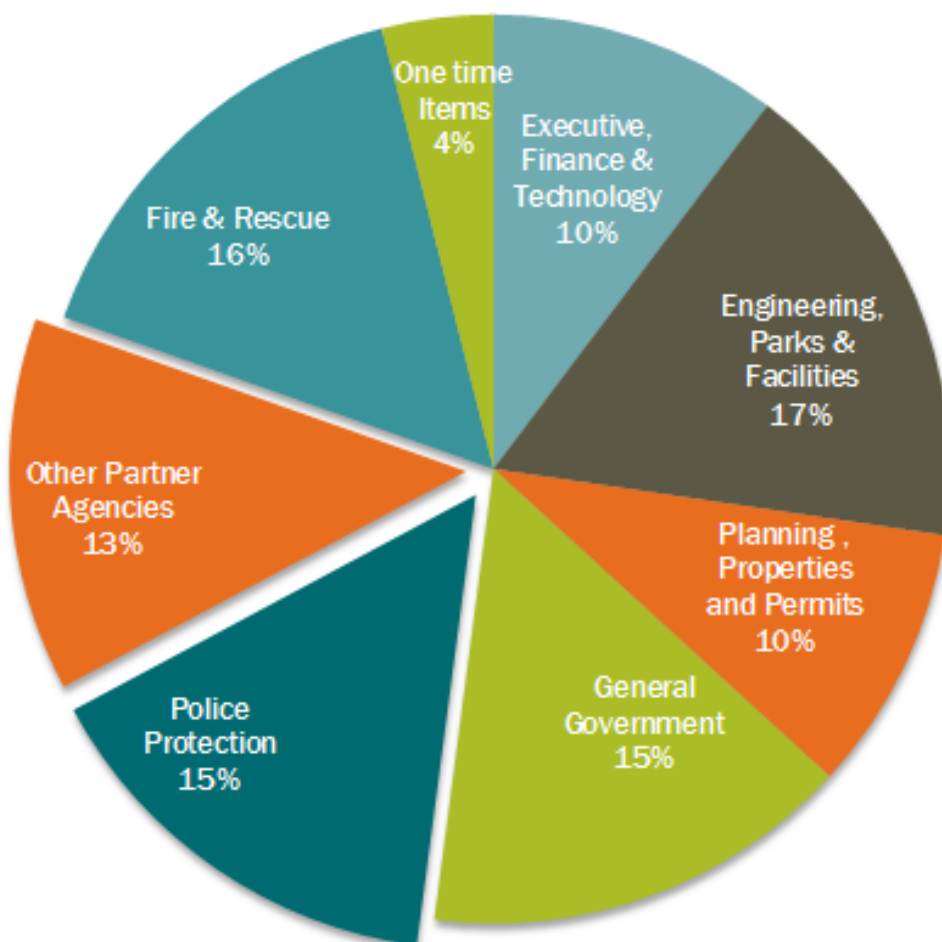
1. Adjusted for 2007-2011 labour contract

POLICY QUESTIONS

1. Is the Fiscal Sustainability Index (FSI) a good indicator of how well DNV is managing spending on services?
2. What other efficiency measures would you like to see tracked and reported on?
3. Is the distinction between controllable and non-controllable costs meaningful in your opinion?
4. Would you support municipal spending to be ahead of growth or inflation if it was in response to a community demand for new services or infrastructure?

Cost of Service Sustainability – Supplemental Information

Operating Expenses by Major Category 2012



Fairness in Taxation and User Fees

In recent years some industrial and commercial enterprises have claimed that the residential property class is being subsidized by other property classes under the current taxation and utility fee regime. The notion of equity in municipal services -- who is consuming services and who is paying for them-- continues to be a relevant topic for public discussion. Measuring consumption proves to be a challenge not easily overcome.

BACKGROUND

The North Shore Waterfront Industrial Association conducted a study in 2004 which stated that residential property owners represent 71% of the tax base and consumed 77% of tax supported services.

Since 2009, the District has been following a tax competitiveness strategy which has shifted the tax burden between classes with an aim to bring the tax rates in line with the Metro Vancouver averages. This tax policy lowered the tax rate for heavy and light Industries and increased the residential share of the tax burden.

More recently, a utility rate study commissioned by the District highlighted a significant imbalance between and within customer classes when looking at utility rates as a function of consumption. While these results are approximations in the absence of exact metering, they indicate that a realignment of utility fees would result in rate increases ranging from 7% to 21% for some classes of residential customers. The District has not yet articulated a strategy in response to the inequity issue and the balance between user fees and tax levy in paying for municipal services.

Share of Taxes	2012
Major Industrial	10.4%
Residential	71.3%
Business	17.0%
Light Industrial	1.0%
Other	0.3%
	<u>100.0%</u>

Share of Utility Rate Revenue	2012
Single Family	60.0%
Duplex/Row House	3.9%
Multi-family	12.7%
Secondary Suites	4.2%
Pools	0.0%
Rest Home	0.1%
Commercial	17.4%
Mixed Class	1.7%
	<u>100.0%</u>

POLICY QUESTION

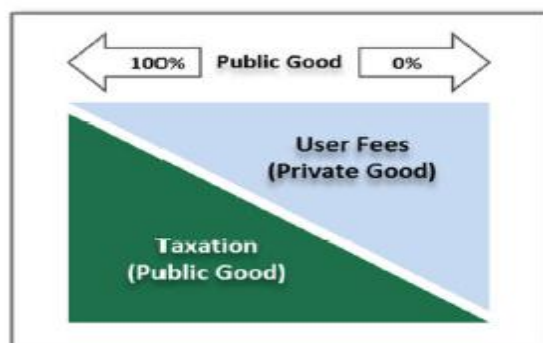
1. Do you think consumption is a sound/fair basis to decide who should pay for services? And if so, for which services in particular?
2. Can you think of instances where it may be appropriate to subsidize services by collecting more from one customer class than another?
3. Given the analysis regarding the inequity in utility rates, would you support linking consumption to what you pay through metering?
4. The tax strategy has lowered the tax rate for light and heavy industry. How far should the District go in supporting regional, provincial or federal business development objectives through tax strategies or other means?

Fairness in Taxation and User Fees – Supplemental Information

Public Good versus Private Good

How municipal services are paid for

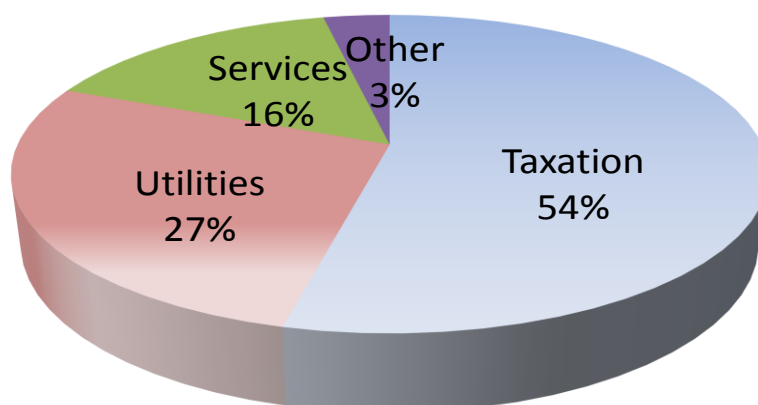
As a general guideline, a service that benefits the public good is paid for through taxation and a service that benefits the individual (private good) is paid for through user fees. A service can also have a mix of public and private benefit. The table below shows, in general, where some services currently reside on this continuum between public and private benefits.



FOR ILLUSTRATIVE PURPOSES ONLY

100% Taxes	75% Taxes	50% Taxes	25% Taxes	0% Taxes
0% User Fees	25% User Fees	50% User Fees	75% User Fees	100% User Fees
Police	Engineering	Fire Inspections		Building/ Development Services
Fire	Parks	Recreation		Water
Emergency Planning	Community Planning			Liquid Waste (sewer)
Arts and Culture				Solid Waste/ Recycling
Libraries				
General Government				
Transportation				

Revenue by Major Category



Sustainable Debt Leverage

As a municipality, we always look to debt as a funding source of last resort. Considering our challenge with the maintenance and replacement of aging assets, the prospect of new facilities being acquired through development and favorable market conditions for borrowing, should debt play a different role in creating a sustainable funding strategy in the future?

BACKGROUND

The District's policy with respect to debt is conservative. Debt has been used primarily for acquisition of new assets and often after exhausting other funding sources such as contributed assets (gifts and donations), taxes and fees (pay-as-you-go), reserve draw downs, grants, equity transfers and partnerships. Also, our approach has been to look at debt on a project by project basis rather than as a basic element of an overall sustainable funding strategy.

An analysis of the long term capital asset requirements for the next ten years shows a potential funding deficit for existing assets which will likely require the issue of debt. In addition, new assets are expected to be contributed from development, which will need to be replaced in the future from District's funds. This unique situation challenges traditional funding approaches. The District is looking at the judicious use of debt to improve financial sustainability and flexibility and leverage from its strong tax revenue base and favorable market conditions for interest rates.

<u>In Millions</u>	<u>\$</u>
Outstanding Debt, Dec 31, 2011	22.1m
Debt Servicing Costs	2.7m
Asset Free Zone	61m
Maximum Borrowing Capacity	535m
<u>In Dollars</u>	
Debt per Capita	
Maximum	6,033

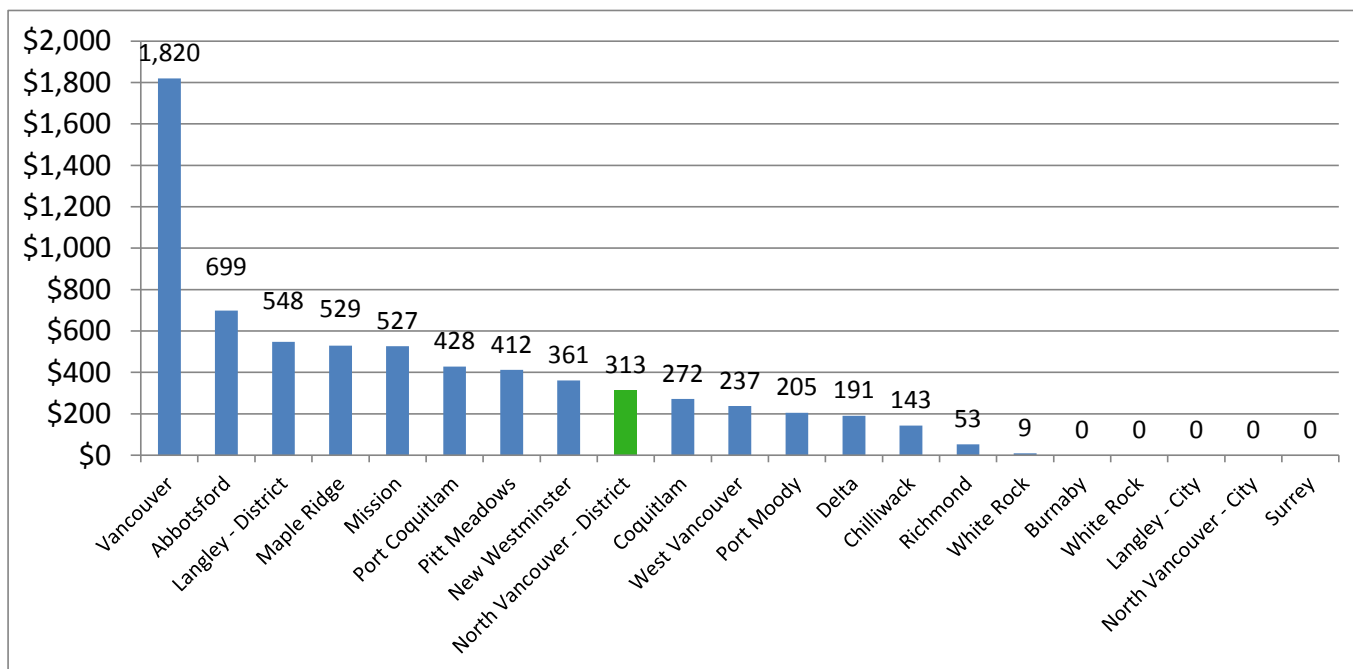
International best practice recommends capping debt servicing costs (principal and interest) at approximately 10% of operating revenues (\$14 million for DNV). In British Columbia, legislation is more permissive and allows for a maximum cap of 25% (\$37 million for DNV). The District's outstanding debt is equivalent to 1.6% of total revenues which is negligible compared to its borrowing capacity.

POLICY QUESTIONS

1. Should the District increase its debt level, to what extent and in which circumstances? Is 10% a good starting point?
2. Through OCP implementation, the District will acquire new assets from development. How should we prepare for their replacement to avoid funding shortfalls in the future?
3. Should debt play a part in the replacement of existing assets? If so, which assets would be good candidates?
4. Should debt be asset specific, or should we consider setting a level of debt that is consistent with our current and future revenue generating potential?
5. In our current approach, debt ranks last as a funding choice. Can you think of circumstances when you think debt should be considered as an earlier choice?

Sustainable Debt Leverage - Supplemental Information

Debt per Capita - 2010



The Return on Investment (ROI) of Sustainability



Municipalities are expected to manage their operations in a business-like manner. This means that in evaluating innovative ideas to improve its bottom line, the District must consider the “rate of return” of a particular project or program. From a best practice point of view, top performing companies have long recognized that positive social and environmental performance is closely related to long term financial sustainability (Aberdeen Group 2009). This is called the triple bottom line (financial, social and environmental) and it is core to how municipalities make decisions.

BACKGROUND

In addition to the more traditional financial evaluation models, the District is experimenting with a life-cycle approach to decision making which measures the rate of return of a project or investment by measuring its incremental benefits over time relative to the status quo. Projects or investments that yield greater benefits than “the do nothing option” are supported and put forward for further consideration. This combines qualitative and quantitative measures using the triple bottom line filter.

When evaluating the financial component, a discount rate needs to be chosen to capture the impact of inflation over time and the risk associated with the project or investment future cash flows (benefits). This is the question of which discount rate is appropriate and under which circumstances. The District uses risk and public benefit as a gauge in the selection of the appropriate discount rate for a specific project or investment. The higher the discount rate, the least desirable a project or investment becomes. Projects that are low in public benefits are automatically rejected.

Option impacts versus status quo

	Status Quo	Option A	Option B	Option C
\$		+	-	+
		+	+	+
		-	+	+

Discount rate - risk premium

Public Benefit →			
Low	Med	High	
N/A	7.0%	5.0%	High
N/A	5.0%	2.5%	Med
N/A	2.0%	1.0%	Low

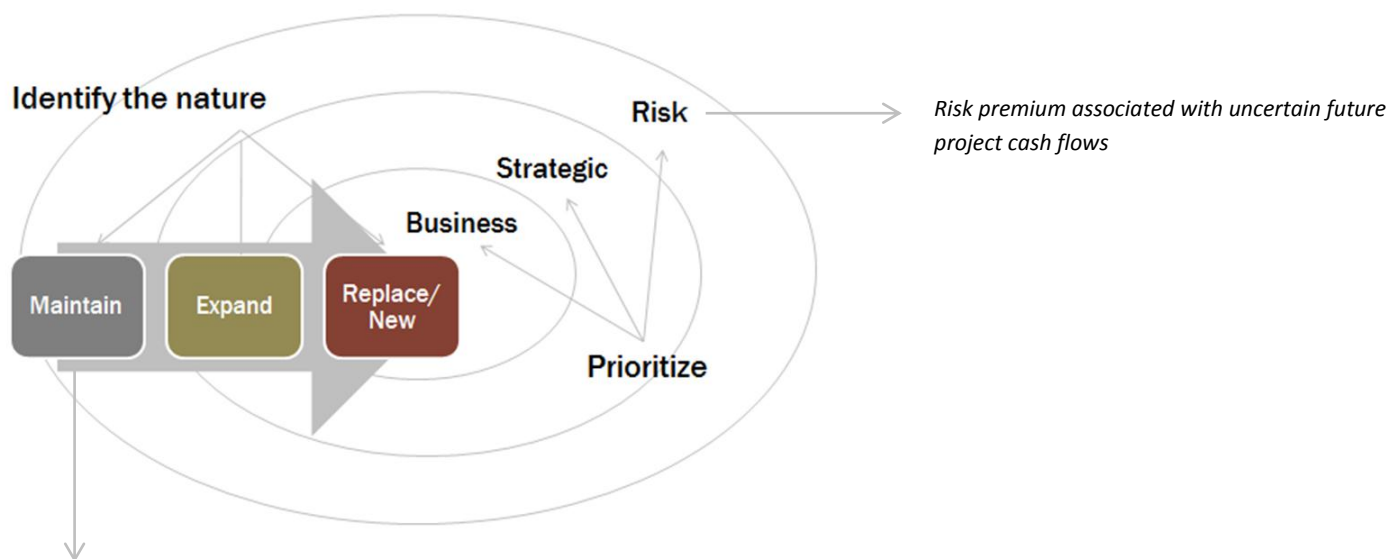
↑ Risk

POLICY QUESTIONS

1. Do you agree that investment decisions should consider ROI across the triple bottom line (financial, social, and environmental)? Which one would you give the most weight to?
2. Are we on the right path by lowering the discount rate for projects with high public benefit and low risk and raising it for decisions with lower public benefit and high risk?
3. Which other financial measures do you see would be appropriate in deciding on whether a project or investment should proceed? How would you choose between Option A and B?

ROI of Sustainability – Supplemental Information

Prioritization and Risk Analysis



Risk Prioritization Matrix

Project Name:												
First Year of Operation:		2013			2014			2017				
		Probability			Probability			Probability				
		L	M	H	L	M	H	L	M	H		
Regulations	Risks associated with laws, industry standards, and policies and commitments.										H M L	Impact
Health & Safety	Risks associated with the health and safety impacts on DNV workers or the public or both.										H M L	Impact
Property	Risks associated with impacts on private or public property, or both.										H M L	Impact
Service	Risks of disruption to services and / or customer service.										H M L	Impact
Environment	Risks of environmental degradation including air quality, habitat, protected areas, etc.										H M L	Impact
Financial	Financial risks including higher costs in future years if the project does not proceed.										H M L	Impact
Score		0			0			0				

2012 General Operating Fund by Object (000's)

	ACTUAL	BUDGET	BUDGET	PLAN			
	2010	2011	2012	2013	2014	2015	2016
Revenues							
Allocations	2,930	3,355	3,680	4,027	4,074	4,183	4,254
Development	2,936	2,475	2,535	2,586	2,638	2,690	2,744
Grants, Sponsorship, Donation	1,584	1,635	1,374	1,402	1,430	1,459	1,488
Investment Income	2,125	2,010	1,935	1,974	2,013	2,053	2,095
Licence and Fines	1,546	1,633	1,770	1,805	1,841	1,878	1,916
Other	2,421	1,325	1,211	1,235	1,259	1,285	1,310
Partnerships	1,146	1,314	1,320	1,347	1,374	1,401	1,429
Sport & Admissions	3,726	3,849	3,887	3,964	4,044	4,125	4,207
Use of Property or Money	4,471	4,282	4,531	4,621	5,028	5,123	5,218
Transfers In	2,105	8,289	4,311	3,142	3,144	3,145	3,147
	24,990	30,167	26,554	26,103	26,845	27,342	27,808
Expenditures							
Allocations	(293)	(299)	(303)	(309)	(316)	(322)	(328)
Community Grants	1,390	1,461	1,469	1,499	1,529	1,559	1,590
Debt Servicing	3,301	7,136	2,801	2,803	3,119	3,121	4,452
Energy and Utility Costs	1,907	2,052	2,349	2,320	2,436	2,558	2,686
Insurance and Legal	982	1,102	1,039	1,060	1,081	1,102	1,125
Materials, Goods & Supplies	5,005	9,727	9,078	9,200	9,323	9,450	9,579
Partner Subsidies	13,155	13,118	13,267	13,630	13,902	14,180	14,464
Police Contract and Services	14,658	15,990	16,182	16,629	17,088	17,561	18,046
Professional Services	2,176	2,237	2,591	1,450	1,479	1,508	1,538
Provisions & Adjustments	-	-	308	611	584	612	(1,994)
Salaries and Benefits	41,230	43,003	43,195	44,060	44,941	45,840	46,756
Transfers Out	17,765	13,592	15,368	16,604	17,906	19,269	20,694
	101,276	109,119	107,344	109,557	113,072	116,438	118,608
Taxation Revenue	76,286	78,952	80,790	83,454	86,227	89,096	90,800



NORTH VANCOUVER
DISTRICT

FONVCA Agenda
Item 6(g)

PUBLIC HEARING

Rezoning for Proposed Triplex 3068 Fromme Road

- What:** Public Hearing on proposed Zoning Amendment Bylaw 7907
When: 7:00pm, Tuesday, October 18, 2011
Where: Council Chamber of District Hall, 355 West Queens Road

Proposed*



Site Map



* Provided by applicant for illustrative purposes only. The actual development, if approved, may differ.

What is it? A proposal to construct a residential triplex at 3068 Fromme Road.

What changes? Bylaw 7907 would amend the Zoning Bylaw to change the zoning at 3068 Fromme Road from Single Family Residential (RS4) to Comprehensive Development (CD28) to allow this proposal. Three residential units at this address would be consistent with the District's Official Community Plan and the applicable design guidelines.

When can I speak? Please join us on October 18 when Council will be receiving input from the public on this proposal. You can speak in person by signing up at the Hearing or by providing a written submission to the Municipal Clerk at the address below or input@dnv.org before the conclusion of the Hearing.

Need more info? The bylaw, Council resolution, staff report, and all other relevant background material are available for review by the public at the Municipal Clerk's Office or online at www.dnv.org/public_hearing. Office hours are Monday to Friday 8:00 am to 4:30 pm.

Who can I speak to? Kathleen Larsen at 604-990-2369 or larsenk@dnv.org.

District of North Vancouver
355 West Queens Road, North Vancouver, BC V7N 4N5
Main Line 604-990-2311

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News

Civic leaders get tutorial on meeting secrecy

By Jeff Nagel - Surrey North Delta Leader

Published: September 25, 2012 3:00 PM

Updated: September 25, 2012 4:00 PM

http://www.ombudsman.bc.ca/images/resources/reports/Special_Reports/Open_Meetings_Web.pdf



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Many city hall watchers are irked by how often councils move meetings behind closed doors and wonder if all the secrecy is justified.

Now [B.C. Ombudsperson](#) Kim Carter has weighed in on the debate on in-camera meetings and suggests elected officials take greater care in deciding to hide their deliberations from public view.

Her [new report](#) suggests best practices for ensuring local government transparency and does not make specific findings or binding recommendations.

But Carter does suggest councils try to give more detail on why meetings are moved in camera, rather than just listing the section of the Community Charter that allows closed-door meetings on grounds such as legal advice or negotiations.

One concern is that there are the situations when the public never even hears a closed door meeting took place.

Councils are supposed to give 24 hours notice of an in-camera special meeting, but notice can be waived on a unanimous vote.

Carter's report suggests that power be used very sparingly and one good policy is to let citizens sign up for email alerts when any special meeting is declared.

Another issue is what actually counts as a meeting.

Many councils hold informal meetings dubbed retreats, workshops or "short sleeve sessions" that Carter said should sometimes be considered meetings and be held in public unless otherwise justified.

"Just calling it a workshop or a short sleeve session doesn't necessarily mean it's not a meeting," she said in an interview.

Even discussions between council members via text message or group emails can start out as simple information sharing but cross the line into deliberations toward a future decision – meaning the same rules should apply.

"If you are conducting a meeting that should be open to the public in a way that cannot be open to the public, you need to reconsider and think about how you will make your meeting open," Carter added.

<http://www.metrovanwatch.ca/>

Randy Helten, of the group Metro Van Watch, says excessive use of closed-door meetings is a serious concern for many civic observers.

"Definitely some improvements are needed," he said. "This is a world-class city and region and we should have world-class policies for transparency and accountability."

At the regional level, Helten noted Metro Vancouver is now live-streaming its board meetings online but urged that be extended to committees.



He noted TransLink's board still makes all of its decisions behind closed doors despite a recent suggestion that may be reviewed.

COMMENTS

COMMENTING ETIQUETTE: To encourage open exchange of ideas in the BCLocalNews.com community, we ask that you follow our guidelines and respect standards. Personal attacks, offensive language and unsubstantiated allegations are not allowed. More on etiquette...

10.

COUNCIL AGENDA/INFORMATION		
<input type="checkbox"/> Closed	Date: _____	Item # _____
<input checked="" type="checkbox"/> Reg. Council	Date: <u>OCTOBER 15, 2012</u>	Item # <u>10</u>
<input type="checkbox"/> Supplemental	Date: _____	Item # _____

	
Director	CAO

FONVCA AGENDA ITEM 7(d)

DISTRICT OF WEST VANCOUVER
750 – 17TH STREET, WEST VANCOUVER, BC V7V 3T3

COUNCIL REPORT

Date: October 6, 2012 File: 0116-20-CEC
 From: Brent Leigh
 Subject: Council Appointments to Community Engagement Committee

RECOMMENDED THAT:

Council appoint Councillors Panz, Councillor Soprovich and Mayor Smith to the Community Engagement Committee through December 2012.

Purpose

To establish a core Community Engagement Committee to initiate the call for Working Groups that are needed to move forward community priorities.

1.0 Background

1.1 History

The Community Engagement Committee, due to a hiatus in the appointment of working groups, has not been reappointed. In January 11, 2010 citizen members were appointed to CEC, and in May 2011 re-appointments to the Community Engagement Committee were made for a one year term.

Policy

1.2 Council policy prescribes that community members be part of the composition of CEC, this will be addressed as the committee is re-established in the New Year.

2.0 Balanced Scorecard

STRATEGIC INITIATIVES	2011 MILESTONE	2013 MILESTONE
2.6.1 Add value and depth to public outreach and consultation processes	Implement and refine the communications Strategy	Re-establish Working Groups to move forward Council priorities

3.0 Analysis

3.1 Discussion

In 2011 the Community Engagement Committee looked to the potential future scope of work and concluded that there would likely be an increased requirement for Working Groups by the new Council, but until that time the demands on the Committee would remain relatively low.

The CEC also reviewed the District Communications plan but no Working Groups were called for in their remaining term of service. Currently the draft terms of reference for both the Upper Lands Working Group and Invasive Species Working Group are before Council. These appointments for Council members to CEC will allow the Working Groups to be initiated as per the Guidelines (Appendix 1).

3.2 Consultation

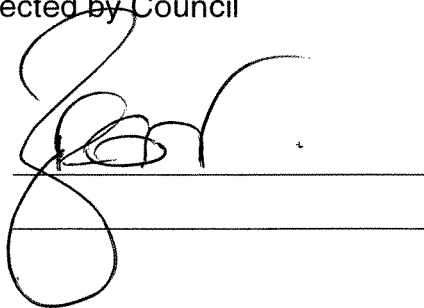
The working groups will be following the consultation norms laid out in accordance with *Guidelines for Working Groups*.

4.0 Options

4.1 As directed by Council

Author:

Concurrence
(optional)

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Appendices: Guidelines for Working Groups

Guidelines for Working Groups

1.0 Introduction

In 2006, West Vancouver Council established a structure of Standing Committees and Working Groups as shown in Chart #1 (page 2). The structure provides for flexibility in tackling issues, and for engaging the community in District activities and decisions.

The Community Engagement Committee was established by Council to oversee and implement the Working Group structure.

2.0 Working Group Implementation, Role & Process

2.1 *Implementation*

Working Groups are implemented by the Community Engagement Committee, with mandates to address and make recommendations about priority issues. The CEC is responsible for appointing the members of Working Groups, for preparing their Terms of Reference, and for facilitating their operation.

Working groups are:

- Generally initiated in December, with a view to completing their tasks by the following year end; however, they may be started and ended at any time;
- Advisory, with broad representation from the community;
- Voluntary, serving without remuneration;
- Disbanded upon completing their tasks.

2.2 *Role*

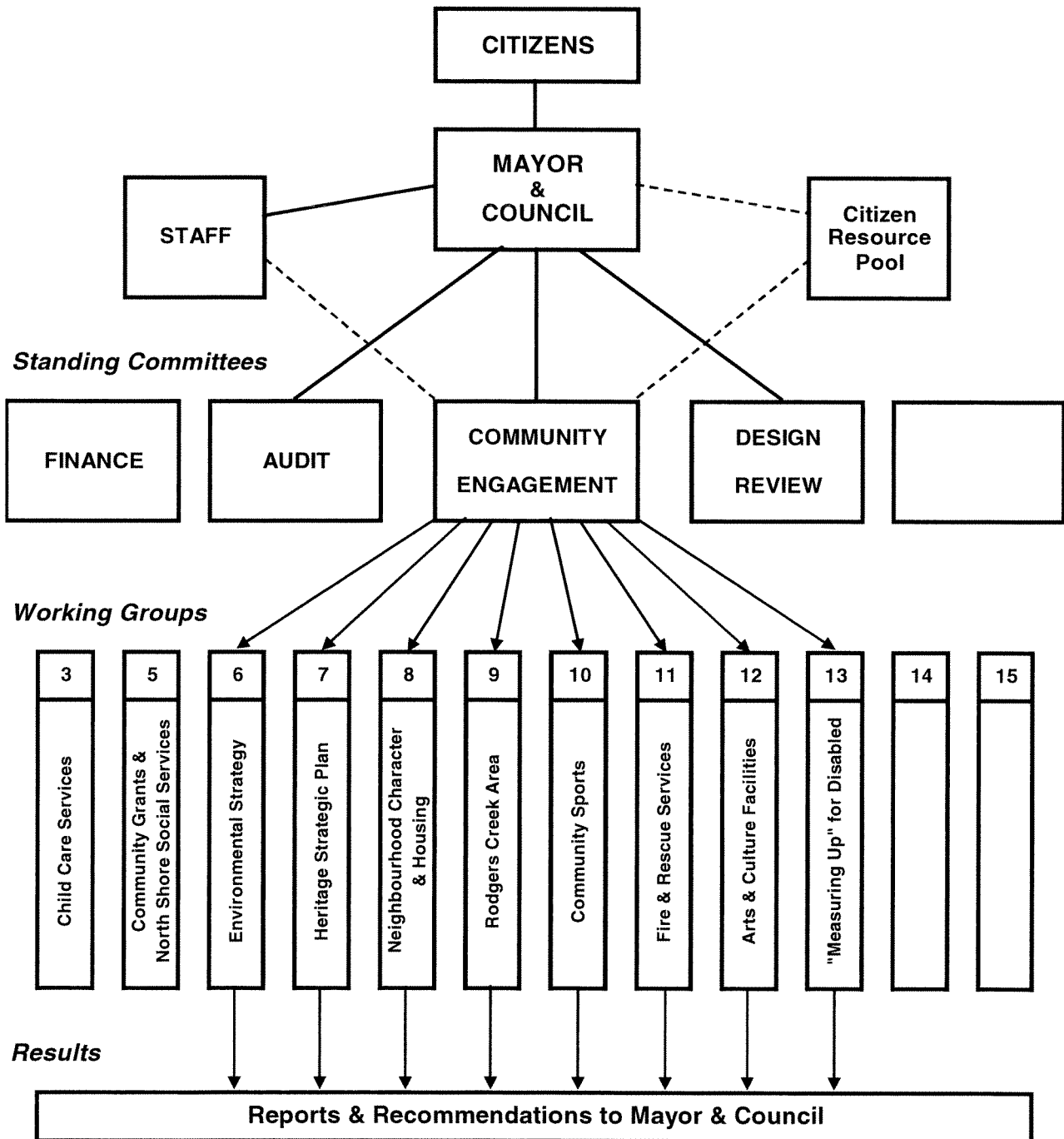
The role of Working Groups is to:

- Carry out the tasks required by their Terms of Reference, within the time frames specified;
- Devise solutions and evaluate alternatives on the issues under consideration;
- Outline options and make recommendations to Council for action.

Council's intent is that Working Groups should have great freedom and flexibility to carry out their work as they see fit. Their activities could include obtaining information, evaluating alternatives, seeking expert advice, holding public forums, conducting discussions, and holding meetings.

District of West Vancouver

#1. STANDING COMMITTEES & WORKING GROUPS
(May, 2008)



- Notes**
- ★ Working Groups may include Sub-Groups or Community Forums.
 - ★ Completed Working Groups:
 1. Ambleside Town Centre
 2. Arts & Culture Strategy
 4. Community Centre Governance

2.3 Working Group Process

A Working Group may be proposed to Council by citizens, community organizations, elected officials, municipal departments, or, it may result from recommendations of the Official Community Plan.

Council will indicate its support for a Working Group, to be implemented by the Community Engagement Committee.

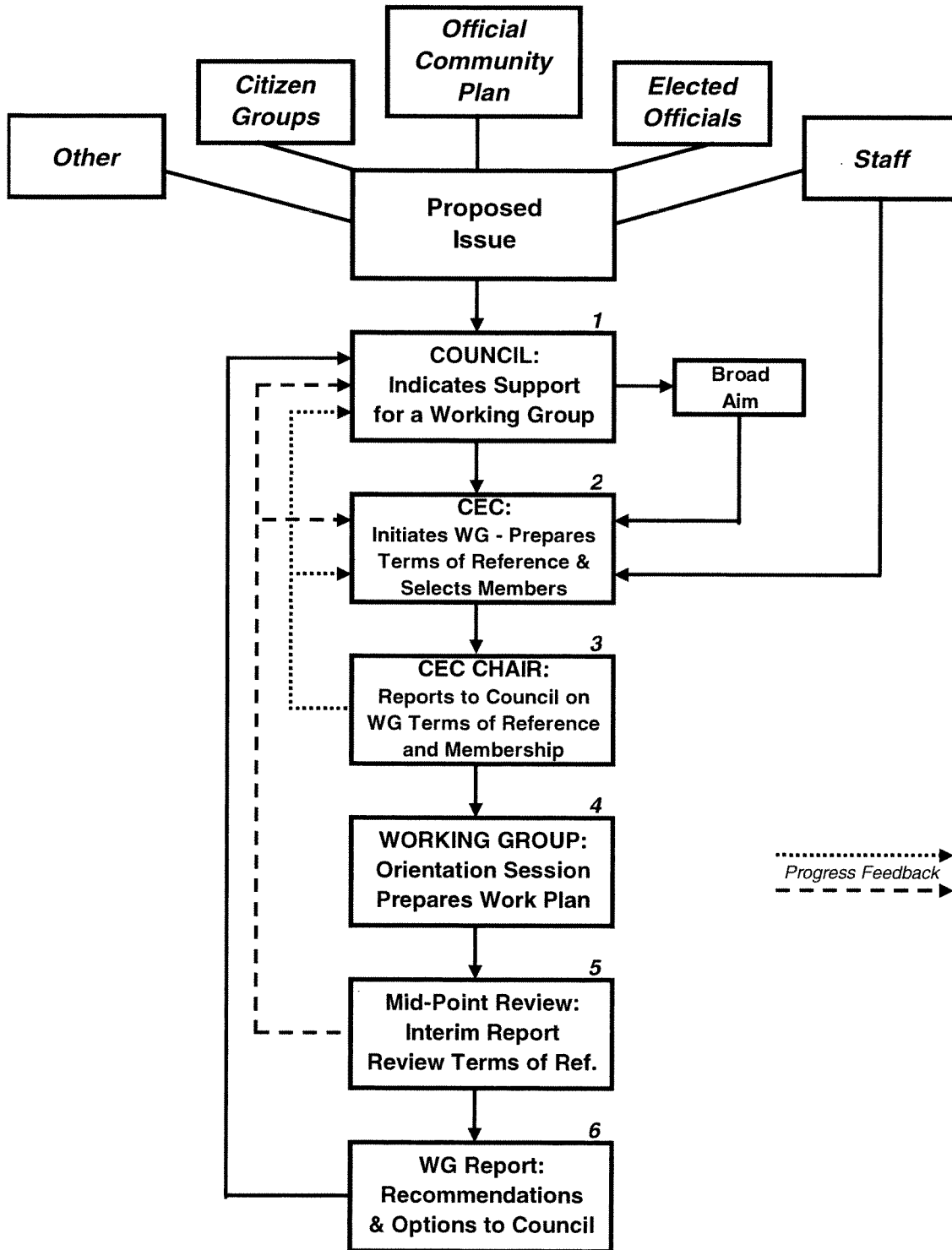
A Working Group is implemented by Resolution of the Community Engagement Committee, and will operate in accordance with the Principles and Expectations outlined in Section 4.0 (page 5).

The Working Group Process is shown in Chart #2 (page 4), and involves the following steps.

1. Council will indicate its support for implementing a Working Group, if it deems this to be desirable and in line with Council's priorities.
2. The Community Engagement Committee implements the Working Group, and works in close collaboration with District Staff to prepare Terms of Reference. The CEC's Council Members select the members of the WG.
3. The CEC Chair reports to Council describing the rationale, Terms of Reference and Membership of the new Working Group. Council may approve, amend, or reject any aspect of the Working Group, or defer its implementation.
4. The Working Group will begin its work with at least one Orientation Session where members will:
 - Review the Working Group Guidelines & rationale for the Working Group;
 - Review their Terms of Reference & prepare an initial Work Plan (Sec. 4.6);
 - Get acquainted and select a Chair & Vice Chair, preferably citizen members.
5. At the mid-point of its mandate, the Working Group will prepare a Progress Report to Council, and review its Terms of Reference with the Community Engagement Committee to identify modifications in WG tasks and completion date that may be indicated.
6. Upon completion of its assignment, the Working Group will submit a report of its findings and recommendations to Council.

Having finished its work, the Working Group will be terminated by Resolution of the Community Engagement Committee. The Mayor and Council Liaison will thank the WG members in writing, and ask them to complete a short feed-back questionnaire.

#2. WORKING GROUP PROCESS



3.0 Membership of Working Groups

The members of Working Groups are appointed by the Council Members of the Community Engagement Committee. The primary criteria for selection are experience, knowledge, and expertise in the Working Group's sphere of interest, and reflection of the community's diversity.

Every Working Group shall include:

- At least one Council member;
- Five to nine citizens representing a range of interests, selected from among volunteers in the Citizen Resource Pool;
- One member of Staff;
- The Mayor as an ex-officio member.

Appointment to a Working Group is for one year, or until the group completes its work, whichever is earlier. An individual may serve for two consecutive years on any one Working Group, and on not more than two Working Groups simultaneously. Working Group membership may vary during the year, depending on tasks. Re-appointments will reflect the need for Working Group stability and membership continuity.

Every Working Group shall appoint a Chair and a Vice Chair, generally from among its citizen members, and create a work plan and a schedule of meetings.

Opportunities for appointment of citizen members to Working Groups will be advertised, so that any interested West Vancouver resident, business operator, or property owner may apply to be considered for appointment. All applications shall be kept confidential, pursuant to the *Freedom of Information and Protection of Privacy Act*.

4.0 Guiding Principles & Expectations of Working Groups

The Community Engagement Committee will support the Working Groups in carrying out their tasks and in obtaining the resources they need (e.g. expertise, information, material, process), and will monitor and evaluate their progress.

4.1 *Basic Principles*

The basic principles guiding the operation of Working Groups are:

- An open process, where input by citizens is welcome;
- A positive atmosphere of good faith, integrity, and mutual respect, to provide for a free flow of ideas and constructive discussion;
- Flexibility in working (meetings, discussion, compiling/evaluating information), and freedom to establish Sub-Groups or Community Forums for specific tasks within the Working Group's mandate.

4.2 Consensus and Conduct

Working Groups are expected to build toward consensus in formulating and evaluating alternatives, and in making recommendations. Unanimity is not required, nor is voting. In conducting their work, WGs shall maintain:

- A clear view of their purpose and Terms of Reference;
- A focused, task-oriented, and time-sensitive approach;
- Accountability by each member for the effectiveness of the group as a whole;
- A flexible, “wide open” process, inclusive of all interests in the community.

4.3 Communications

Good communications are essential for motivating and facilitating community participation. Accordingly, Working Groups shall maintain informative websites, whereby citizens can rapidly “tune-in” to proceedings. The websites shall include:

- The date, time, place & agenda of meetings – with dates also posted on the “Community Calendar,” which shall be prominent on the District’s home page;
- Concise notes summarizing the key points and results of past meetings;
- Progress reports, background papers, and other appropriate material;
- A “directed” on-line forum, focused on questions and issues identified by the Working Group, and moderated by Staff Liaison, who will respond to questions posted and intervene if material is incorrect or contrary to forum guidelines.

4.4 Open Sessions

The meetings of Working Groups are open to all, which means that the public and press are free to attend. They may attend as observers, or participate through questions and “points of information”, as deemed appropriate by the Chair.

The Chair will explain that:

- The role of Working Groups is to evaluate options and make recommendations on specific issues, for consideration and decision by Council;
- Working Group meetings are conducted in a spirit of good faith and respect, so as to foster a free flow of ideas and unconstrained development of options;
- The public and press shall similarly exercise good faith and respect, mindful that the proceedings are “work in progress,” and not a forum for lobbying or decisions.

4.5 Closed Sessions

Working groups will not hold any closed sessions.

4.6 Records

Working Groups shall operate in a business-like manner, with the Chair and Staff Liaison collaborating to maintain concise records of activities, including:

- A work plan outlining the tasks to be done, together with timelines;
- A schedule of meetings;
- Agendas prepared in advance of meetings;

- Notes of meetings, including the key points discussed, and any conclusions or recommendations;
- Progress reports and relevant working papers.

These records shall be posted on the group's website, with due attention to confidentiality.

4.7 Reporting

Upon completion of the Working Group's assignment, the Staff Liaison and Chair shall collaborate to prepare a report. Following review by the Working Group, the report shall be submitted to Council. The report shall include:

- An understanding and analysis of the issue under consideration;
- An overview of the work done and the process involved;
- The alternatives considered, including minority views;
- Recommendations and options for action by Council;
- Where the recommendations and options have financial implications, these should be addressed.

Working Groups are reminded that their function is advisory to Council, and that their role ends upon submission of their final report to Council. They have no continuing advocacy role concerning their findings and recommendations.

4.8 Feedback, Evaluation, and Development

It is anticipated that these guidelines for Working Groups will evolve over time, in light of actual operating experience. The Community Engagement Committee shall collaborate with Working Groups to:

- Obtain feedback regularly, as work progresses;
- Evaluate results and the WG process upon completion of the assignment;
- Make suggestions for improvement.

A Working Group shall make a presentation to Council (usually a Council Workshop), at the mid-point and upon completion of its work, or as Council may require.

5.0 Roles of Council Members, Citizen Members and Staff Liaisons

The role of the **Council Member** is to act as liaison between Council and the Working Group. This includes providing periodic status reports to Council (oral or written) and soliciting, where appropriate, Council's views on the issue being considered by the WG.

The role of **Citizen Members** is to represent the views and interests of West Vancouver citizens, and to contribute their expertise and experience to their Working Group.

The role of the **Staff Liaison** is to assist the Working Group in two ways:

Facilitation & Project Management (Staff Liaison function)

- Scheduling WG meetings, preparing agendas, and taking notes at meetings;
- Obtaining information, facilitating contact with District departments, and arranging for professional advice as required;
- Supporting the Chair and WG members in promoting effective group functioning;
- Collaborating with the Chair in preparing reports to Council.

Administrative & Clerical (Support function, directed by Staff Liaison)

- Transcribing meeting notes and maintaining the files and logs of WGs;
- Arranging WG meetings, and communicating with WG members via e-mail.
- Posting on WG websites meeting agendas, meeting notes, reference material, progress reports and any other material the WG wishes to be made public;

6.0 Rules of Procedure

6.1 Meetings

Working Group meetings:

- Are open and constructive, and are conducted in a spirit of good faith;
- May rely upon the Community Engagement Committee for support and for advice concerning questions of procedure.

Public participation:

- Public and/or press may attend Working Group meetings as observers;
- Working Groups may receive delegations and presentations, and may call for public input from time to time;
- The Chair will provide opportunity for members of the public to ask questions and offer points of information, generally at the end of meetings. There will be no lobbying or speeches.

Electronic recording of a Working Group's discussions, decisions or activities may occur with the Working Group's permission. Should anyone disrupt or impede a Working Group meeting, the Chair may expel that person from the meeting.

6.2 Conflict of Interest

Working Group members shall advise of personal conflicts of interest – for example, situations where a member:

- Has a direct or indirect interest in the deliberations, pecuniary or otherwise;
- Is involved in a matter contravening Council's conflict of interest guidelines.

Where an actual or potential conflict of interest exists, the Working Group member shall declare it and explain its nature to the group.

6.3 Authority

Working Groups do not have the authority to communicate with other levels of government, pledge the credit of the District of West Vancouver, or authorize any expenditure to be charged against the Municipality. Members shall not misrepresent themselves as having any authority beyond those delegated by the Community Engagement Committee.

Working Groups shall conduct their business in accordance with their Terms of Reference, and as directed by the Community Engagement Committee. They shall complete their tasks within the time prescribed, or such an extension as may be provided, and report their findings and recommendations to the Committee.

6.4 Budget

Each Working Group shall have reasonable use of miscellaneous services such as photocopying, paper supplies, meeting areas, appropriate refreshments, and other requirements. These are provided primarily through the staff liaison and the applicable District Division.

Funding requests for studies or public engagement processes must be reviewed by the Community Engagement Committee and referred to Council for approval.

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ANNUAL GENERAL MEETING

NORTH SHORE SAFETY COUNCIL

Thursday, November 1st, 2012

12:00 noon – 2:00pm

DELBROOK COMMUNITY RECREATION CENTRE

Oak Room

600 West Queens, North Vancouver

(Light lunch and refreshments provided)

**PRESENTATION: Dr. Sam Gutman, ER physician,
LGH, and President of Rockdoc Consulting, on:**

Balancing Risk: Injury Prevention while still having fun!

Despite the best efforts of trail builders, mountain bike accidents continue to occur, some with serious results. What can be done to do more than simply contain the risk? What can be done to reduce the injury rate? How does parental desire for a safer sport "fit" with an inherently high risk-taking generation?

RSVP by October 30th to 604-983-6444 (ext. 7233-SAFE)

or email: info@northshoresafetycouncil.ca