



**MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN  
THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14<sup>th</sup> STREET,  
NORTH VANCOUVER, B.C., ON **MONDAY, JULY 26, 1999 AT  
6:00 P.M.****

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**PRESENT:**

**COUNCIL MEMBERS**

Mayor J.E. Loucks  
Councillor J.B. Braithwaite  
\*Councillor S.J. Dean  
Councillor R.J. Fearnley  
Councillor D.R. Mussatto  
Councillor B.W. Perrault  
Councillor B.A. Sharp

**STAFF MEMBERS**

A.K. Tollstam, City Administrator  
B.A. Hawkshaw, City Clerk  
S.E. Dowey, Deputy City Clerk  
T. Christie, Director of Finance  
I. Gordon, Deputy Director of Finance  
J. Aver, Manager, Financial Services  
R.H. White, City Planner  
F. Caouette, Administrative Manager, Dev. Servs.  
B. Spencer, Development Planner  
G. Penway, Planner II  
L. Orr, Social Planner  
C. Kathler, Social Planner  
J. Laughlin, City Engineer  
B. Granger, Manager, Parks & Environment  
R. Bruckshaw, Manager, Purchasing  
S. Stowe, Buyer

The meeting was called to order at 6:00 p.m.

Moved by Councillor Mussatto, seconded by Councillor Fearnley

**THAT** Items 4.(a) and 4.(b) on the agenda be brought forward for consideration at this time.

**CARRIED**

*(Items 4.(a) and (b) were considered later in the meeting)*

**9. CONFIDENTIAL REPORTS**

Moved by Councillor Perrault, seconded by Councillor Mussatto

**THAT** the meeting recess to the Committee of the Whole to consider confidential reports in camera.

**CARRIED**

The meeting recessed at 6:02 p.m., and reconvened at 6:53 p.m., with the same personnel present and with the addition of Councillor Sharp.

**1. ADOPTION OF MINUTES**

Moved by Councillor Sharp, seconded by Councillor Mussatto

**THAT** the Minutes of the Regular Council Meeting of July 12, 1999 be adopted as circulated.

**CARRIED UNANIMOUSLY**

**9.1 REPORT OF THE COMMITTEE OF THE WHOLE**

Moved by Councillor Sharp, seconded by Councillor Mussatto, that the following recommendations of the Committee of the Whole in camera be ratified:

**(a) KPMG Management Letter – June 9, 1999 – File: 1635-01**

Report: Director of Finance, July 20, 1999

**PURSUANT** to the report of the Director of Finance dated July 20, 1999, entitled “KPMG Management Letter – June 9, 1999”:

**THAT** Mayor and Council receive the information in this report.

**(CARRIED UNANIMOUSLY)**

**(b) Lower Lonsdale Public Art Selection Committee  
File: 3380-02-L4-08**

Report: Land Agent, Development Services, July 20, 1999

**PURSUANT** to the report of the Land Agent dated July 20, 1999, entitled “Lower Lonsdale Public Art Selection Committee”:

**THAT** Councillor B.A. Sharp be appointed to the Lower Lonsdale Public Art Selection Committee.

**(CARRIED UNANIMOUSLY)**

**9.1 (c) Appointment of a Business Representative to the Advisory Design Panel – File: 1085-03-A1-01**

Report: Mayor J.E. Loucks, July 26, 1999

**PURSUANT** to the report of Mayor Loucks dated July 26, 1999, entitled “Appointment of a Business Representative to the Advisory Design Panel”:

**THAT** Debbie Tardiff be appointed to the Advisory Design Panel as the Business Representative whose term will expire on January 31, 2001.

**(CARRIED UNANIMOUSLY)**

**(d) Adult Daycare Facility at 1601 Forbes Avenue  
File: 3375-06-02**

Report: Property Valuator/Negotiator, Development Services,  
July 19, 1999

**PURSUANT** to the report of the Property Valuator/Negotiator dated July 19, 1999, entitled “Adult Daycare Facility at 1601 Forbes Avenue”:

**THAT** the Mayor and City Clerk be authorized to execute a lease substantially in the form attached to the July 19, 1999 report.

**(CARRIED UNANIMOUSLY)**

**(f) Sale of City Owned Property in the 100 Block West 22<sup>nd</sup>/23<sup>rd</sup> Streets - File: 3400-05-23**

Report: Property Valuator/Negotiator, Development Services,  
July 19, 1999

**PURSUANT** to the report of the Property Valuator/Negotiator, dated July 19, 1999, entitled “Sale of City Owned Property in the 100 Block West 22<sup>nd</sup>/23<sup>rd</sup> Streets”:

**THAT** Sabor Enterprises be informed that the City of North Vancouver will not entertain any offers less than \$74.00 per square foot for Lot 4, and portions of Lot 5 and 6, Block 206, District Lot 545, Plan 2979 and a portion of the closed lane adjacent to Lots 1, 2, and 3, Block 206, District Lot 545, Group 1, Plan 2979.

**CARRIED UNANIMOUSLY**

Moved by Councillor Sharp, seconded by Councillor Mussatto, that the following recommendation of the Committee of the Whole in camera be ratified:

**9.1 (e) Harbourside – File: 3375-07 Ft of Fell**

Report: Manager, Lands Division, Development Services,  
July 20, 1999

**THAT** the action taken by the Committee of the Whole in camera, regarding “Harbourside”, be ratified, and the wording of the recommendation and the report of the Manager, Lands Division, dated July 20, 1999 remain in camera.

**CARRIED UNANIMOUSLY**

Moved by Councillor Mussatto, seconded by Councillor Perrault

**THAT** Items 6.(a)(i), 6.(b)(ii) and (iii), 4.(c), (d), (e), (f) and (g) on the agenda be brought forward for consideration at this time.

**CARRIED UNANIMOUSLY**

**6. BYLAWS**

**(a) Reconsideration and Final Adoption**

Moved by Councillor Mussatto, seconded by Councillor Perrault that

- (i) “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7144” (AMS Design & Project Management Co. Ltd./ 218 West 15<sup>th</sup> Street, CD-385)

be reconsidered.

**CARRIED**

Moved by Councillor Mussatto, seconded by Councillor Perrault

**THAT** the said Bylaw No. 7144 be finally adopted, signed by the Mayor and City Clerk and sealed with the Corporate Seal.

**CARRIED UNANIMOUSLY**

**6. (b) Introduction and First Three Readings**

Moved by Councillor Perrault, seconded by Councillor Mussatto that

- (ii) “Advisory Design Panel Bylaw, 1997, No. 6839, Amendment Bylaw, 1999, No. 7160” (Quorum)

be introduced and read a first time in short form, copies of same having been distributed to Council members and read by them.

**CARRIED**

Moved by Councillor Perrault, seconded by Councillor Mussatto

**THAT** the said Bylaw No. 7160 be read a second time in short form.

**CARRIED**

Moved by Councillor Perrault, seconded by Councillor Mussatto

**THAT** the said Bylaw No. 7160 be read a third time in short form and passed subject to reconsideration.

**CARRIED UNANIMOUSLY**

Moved by Councillor Mussatto, seconded by Councillor Perrault that

- (iii) “Community Enhancement Reserve Fund Expenditure Bylaw, 1999, No. 7161” (Centennial Theatre Renovation)

be introduced and read a first time in short form, copies of same having been distributed to Council members and read by them.

**CARRIED**

Moved by Councillor Mussatto, seconded by Councillor Perrault

**THAT** the said Bylaw No. 7161 be read a second time in short form.

**CARRIED**

Moved by Councillor Mussatto, seconded by Councillor Perrault

**THAT** the said Bylaw No. 7161 be read a third time in short form and passed subject to reconsideration.

**CARRIED UNANIMOUSLY**

**4. REPORTS OF COMMITTEES, COUNCIL, AND STAFF**

**(c) Special Permission – Chalk Artists, Carrie Cates Court  
File: 1085-03-N3-01/4420-03-01**

Report: Chair, North Shore Arts Commission, July 19, 1999

Moved by Councillor Perrault, seconded by Councillor Sharp

**PURSUANT** to the report of the Chair, dated July 19, 1999, entitled “Special Permission – Chalk Artists, Carrie Cates Court”:

**THAT** the City of North Vancouver Council grant special permission to the North Shore Arts Commission to create chalk artwork on the south sidewalk of Carrie Cates Court, on Saturdays from 1:00 p.m. to 4:00 p.m. from July 31 to August 28, 1999.

**CARRIED UNANIMOUSLY**

**(d) Public Art Program – Financing Issues – File: 4420-03-01**

Report: Deputy Director of Finance, July 21, 1999

Moved by Councillor Sharp, seconded by Councillor Perrault

**PURSUANT** to the report of the Deputy Director of Finance, dated July 21, 1999, entitled “Public Art Program – Financing Issues”:

**THAT** staff be directed to include an annual budget contribution of \$85,000 to fund Public Art in the City of North Vancouver, as part of the Year 2000 Capital Budget, to be funded from the existing contribution to capital works;

**AND THAT** staff be directed to bring forward a bylaw to establish a statutory reserve for Public Art;

**AND THAT** staff be directed to include an annual budget contribution for the following components of a Public Art Program in the City of North Vancouver:

Public Art Coordinator .....	\$20,000
Community Art Program .....	\$15,000
Public Art Maintenance.....	\$ 5,000

as part of the Year 2000 Operating Budget, to be funded from the existing contribution to capital works;

Continued....

4. (d) **Public Art Program – Financing Issues – File: 4420-03-01  
- Continued**

**AND PURSUANT** to the report of the North Shore Arts Commission dated July 5, 1999, entitled “Public Art Policy for the City of North Vancouver”:

**THAT** the draft public art policy attached to the July 5, 1999 report be supported with a finalized policy and procedures document submitted to Council for final approval in the Fall, 1999;

**AND THAT** the North Shore Arts Commission direct the Public Art Policy Steering Committee (PAPSC) to work with City staff and report back to Council with recommendations for private sector public art contribution in the Fall, 1999.

A recorded vote was taken on the motion.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Perrault  
Mayor Loucks

Voting against: Councillor Fearnley

The motion was **CARRIED** by a vote of five to one.

(e) **Tourism Development Program – File: 1600-01**

Report: Manager of Financial Services and Administrative  
Manager, Development Services, July 19, 1999

Moved by Councillor Sharp, seconded by Councillor Perrault

**PURSUANT** to the report of the Manager of Financial Services and Administrative Manager, dated July 19, 1999, entitled “Tourism Development Program”:

**THAT** “Hotel Room Tax Levy Bylaw, 1999, No. 7162” be considered;

**AND THAT** the “Hotel Room Tax Levy Bylaw, 1999, No. 7162” be sent to the Provincial Minister of Finance and Corporate Relations for approval;

**AND THAT** the Greater Vancouver Regional District be notified that the City of North Vancouver has requested the Province to levy this tax on our behalf;

Continued....

4. (e) **Tourism Development Program – File: 1600-01 - Continued**

**AND THAT** the formation of a Tourism Development Program Committee be approved in principle;

**AND THAT** staff be instructed to develop Terms of Reference for the Tourism Development Program Committee and a draft service agreement with the North Vancouver Chamber of Commerce for consideration by Council.

**CARRIED UNANIMOUSLY**

(f) **1998 Council Expense Detail & Remuneration – File: 1690-06**

Report: Manager, Financial Services, July 20, 1999

Moved by Councillor Sharp, seconded by Councillor Mussatto

**THAT** the report of the Manager, Financial Services, dated July 20, 1999, entitled “1998 Council Expense Detail & Recommendation” be received.

**CARRIED UNANIMOUSLY**

(g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08**

Report: City Administrator, July 6, 1999

Moved by Councillor Braithwaite, seconded by Councillor Sharp

**PURSUANT** to the report of the City Administrator, dated July 6, 1999, entitled “Report of the Affordable Housing Task Force – Interim Implementation”:

1. **THAT** staff include and acknowledge the following recommendations of the Affordable Housing Task Force Final Report as policy in the City's Social Plan, and in the day to day work of the City, and report back on specific recommendations as necessary:
2. **THAT** the City include the following statement on the affordability gap in its definition of Affordable Housing:

*"Affordability Gap" refers to the difference between what people on low or fixed incomes receive and the maximum income ceilings established by BC Housing"*

Continued....



4. (g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 – Continued**
3. **THAT** Canada Mortgage and Housing Corporation and BC Housing be requested to change their definition of affordability from 30% of gross income to 20% of gross income;
  4. **THAT** the federal government be requested to become a more active partner in the provision of new affordable housing, and that the Federation of Canadian Municipalities be requested to pursue federal support for new affordable housing;
  5. **THAT** the Province be requested to increase the number of units in its yearly call for affordable housing proposals, and the Province be thanked for its increased commitment to affordable housing in 1999;
  6. **THAT** the Affordable Housing Reserve Fund be confirmed as a Fund that can be used to reduce fees and City of North Vancouver development cost charges for non-profit societies building affordable housing, including those non-profit organizations involved in public-private partnerships;
  7. **THAT** staff, including the Capital Planning Committee, review and report to Council on the implications of implementing a policy of increasing the Affordable Housing Reserve Fund to a \$10 Million balance within 25 years, and of amending the Affordable Housing Reserve Fund Bylaw such that no more than 50% of the Fund can be allocated at any one time, and on other models for the provision of Affordable Housing support, such review to include a full analysis of all financial priorities and amenities of the City;
  8. **THAT** policies and procedures as recommended by the Task Force be investigated in the context of all of the City's financial priorities, whereby the value of increased zoning or density transfers, the value of a reduction in requirements such as the number of parking spaces, and cash-in-lieu of affordable housing goals in major projects, go into the Affordable Housing Reserve Fund;
  9. **THAT** staff report on which current City initiated design features can be altered to reduce the cost of housing;
  10. **THAT** all City departments be instructed to continue to encourage affordable housing and to assist in "fast-tracking" the approval process of affordable housing projects;

Continued....

4. (g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 - Continued**
11. **THAT** the Social Planner be designated as a facilitator for affordable housing to work with non-profit societies, developers, departments of the City, and others where appropriate, to find ways for best meeting the goal of providing affordable housing, including public / private partnerships;
  12. **THAT** staff continue to review the resources and tools available to them and to report back to Council on the extent to which these tools and resources are helpful, or if changes and / or additional resources are required to enhance and promote affordable housing in the City;
  13. **THAT** staff review the planning and financial implications of setting a target that no fewer than 50% of all dwelling units in the City be rental housing, in the context of other North Shore municipalities, as well as the rest of the municipalities in the Greater Vancouver region;
  14. **THAT** permitting greater density on sites that are redeveloped, so that the number of rental units on the site are not reduced, be considered in rezoning applications consistent with the existing Official Community Plan and the Task Force report;
  15. **THAT** staff continue to review existing policy and procedures and how they impact on the retention, rehabilitation, and replacement of the existing affordable housing stock, including secondary suites, with a view to maximizing the potential retention and rehabilitation of the older, more affordable market rental housing stock;
  16. **THAT** staff report back on the implementation of the remainder of the recommendations of the said Final Report as time permits.

Moved by Councillor Mussatto, seconded by Councillor Perrault

**THAT** consideration of the motion be tabled until later in the meeting.

**CARRIED**

## **PRESENTATION**

### **Advisory Design Panel Awards - File: 1085-03-A1-01**

Mayor Loucks and Councillor Perrault presented the following awards:

#### *Honourable Mention*

##### **HongKong Bank of Canada - 1577 Lonsdale Avenue**

Mr. Drew Hockin, Vice President, HSBC Bank Canada  
Mr. John Scott, Architect, Cohos Evamy Interplan Architects  
Mr. David Sprague, Developer, West Coast Projects Ltd.  
Mr. Greg Smallenberg, Landscape Architect, Phillips Faravaag Smallenberg  
Landscape Architects Inc.  
Mr. Jeffrey Philips, Landscape Architect, Philips Wuori Long Inc., Landscape  
Architects

#### *Award of Excellence*

##### **236 East 10<sup>th</sup> Street (Duplex Development)**

Mr. Don Van Vliet, Developer, Handmade Development Corporation  
Mr. John Dow Medland, Architect, John Dow Medland Architect

\*Councillor Dean entered the meeting.

## **2. DELEGATIONS**

- (a) **Jane Baynham, Acting Chair and Irene Shaw, Courtwatch  
Coordinator, North Shore Family Court & Youth Justice  
Committee**

Re: 1998 Annual Report – File: 1085-03-N11-01

Ms. Irene Shaw, Courtwatch Coordinator, North Shore Family Court and Youth  
Justice Committee, gave a brief overview of the 1998 Annual Report

Ms. Shaw then responded to questions from members of Council.

3. **CORRESPONDENCE**

- (a) **Jane Baynham, Acting Chair and Irene Shaw, Courtwatch Coordinator, North Shore Family Court & Youth Justice Committee, June 4, 1999**

Re: 1998 Annual Report – File: 1085-03-N11-01

Moved by Councillor Sharp, seconded by Councillor Dean

**THAT** the correspondence dated June 4, 1999, received from Jane Baynham, Acting Chair and Irene Shaw, Courtwatch Coordinator, North Shore Family Court & Youth Justice Committee, regarding “1998 Annual Report”, be received and filed;

**AND THAT** the North Shore Family Court & Youth Justice Committee, 1998 Annual Report be dedicated to the late Desmond Kimmitt.

**CARRIED UNANIMOUSLY**

5. **MOTIONS AND NOTICES OF MOTION**

- (a) **Sunrise Park – Kennard Avenue/East 4<sup>th</sup> Street  
File: 4305-03-S4**

**Submitted by Councillor J.B. Braithwaite**

Moved by Councillor Braithwaite, seconded by Councillor Perrault

**THAT** the resolution of February 22, 1999, which reads as follows:

“**PURSUANT** to the report of the Manager, Parks and Environment, dated February 9, 1999, entitled “Options for Sports Field Development – Sunrise Park”:

**THAT** Option 2 – construction of an all-weather gravel playing surface in Sunrise Park, with lighting, be endorsed.”

**be amended by adding the following:**

**WHEREAS** there is need for both soccer fields and parks;

**AND WHEREAS** all potential sites for soccer fields have not been examined;

Continued....

5. (a) **Sunrise Park – Kennard Avenue/East 4<sup>th</sup> Street**  
**File: 4305-03-S4 - Continued**

**THEREFORE BE IT RESOLVED THAT** all work on construction of a soccer field at Sunrise Park be held in abeyance until such time as staff has examined all potential sites in the City of North Vancouver for possible alternate sites for the use of soccer including school sites, combination sites (fields used for soccer as well as other sport), sites that may be jointly owned (such as land owned by the City of North Vancouver and District of North Vancouver);

**AND BE IT FURTHER RESOLVED THAT** such study be given high priority and be completed within a three month time period.

A recorded vote was taken on the motion.

Voting in favour: Councillor Sharp  
Councillor Braithwaite  
Councillor Perrault

Voting against: Councillor Dean  
Councillor Mussatto  
Councillor Fearnley  
Mayor Loucks

The motion was **DEFEATED** by a vote of four to three.

Councillor Dean left the meeting.

4. **REPORTS OF COMMITTEES, COUNCIL, AND STAFF - Continued**

(a) **City Purchasing Policy – File: 1010-02**

Report: Director of Finance and Purchasing Manager,  
July 5, 1999

Moved by Councillor Sharp, seconded by Councillor Perrault

**PURSUANT** to the report of the Director of Finance and Purchasing Manager, dated July 5, 1999, entitled “City Purchasing Policy”:

**THAT** the Purchasing Policy dated July 5, 1999, summarized on the Summary of Purchasing Authorities and Responsibilities, Attachment No. 1 and detailed in Attachment No. 4 to the July 5, 1999 report be endorsed;

Continued....

4. (a) **City Purchasing Policy – File: 1010-02 - Continued**

**AND THAT** the Summary Schedule of Purchasing Authorities and Responsibilities, Attachment No. 1 to this report, be posted in the City Clerk's Policy Manual.

A recorded vote was taken on the motion.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Perrault  
Councillor Fearnley  
Mayor Loucks

Voting against: Nil

The motion was **CARRIED UNANIMOUSLY** by a vote of six to nil.

(b) **Major Projects and the Use of Consultants – File: 1010-02**

Report: Director of Finance and Purchasing Manager,  
July 4, 1999

Moved by Councillor Sharp, seconded by Councillor Mussatto

**PURSUANT** to the report of the Director of Finance and Purchasing Manager, dated July 4, 1999, entitled "Major Projects and the Use of Consultants":

**THAT** this report dated July 4, 1999 be received.

**CARRIED UNANIMOUSLY**

(g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 – Continued**

Moved by Councillor Sharp, seconded by Councillor Mussatto

**THAT** Item 4.(g) be lifted from the table.

**CARRIED UNANIMOUSLY**

Continued....

4. (g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 – Continued**

Report: City Administrator, July 6, 1999

*It was previously moved by Councillor Braithwaite, seconded by Councillor Sharp*

**PURSUANT** to the report of the City Administrator, dated July 6, 1999, entitled "Report of the Affordable Housing Task Force – Interim Implementation":

1. **THAT** staff include and acknowledge the following recommendations of the Affordable Housing Task Force Final Report as policy in the City's Social Plan, and in the day to day work of the City, and report back on specific recommendations as necessary.
2. **THAT** the City include the following statement on the affordability gap in its definition of Affordable Housing:

*"Affordability Gap" refers to the difference between what people on low or fixed incomes receive and the maximum income ceilings established by BC Housing".*
3. **THAT** Canada Mortgage and Housing Corporation and BC Housing be requested to change their definition of affordability from 30% of gross income to 20% of gross income.
4. **THAT** the federal government be requested to become a more active partner in the provision of new affordable housing, and that the Federation of Canadian Municipalities be requested to pursue federal support for new affordable housing.
5. **THAT** the Province be requested to increase the number of units in its yearly call for affordable housing proposals, and the Province be thanked for its increased commitment to affordable housing in 1999.
6. **THAT** the Affordable Housing Reserve Fund be confirmed as a Fund that can be used to reduce fees and City of North Vancouver development cost charges for non-profit societies building affordable housing, including those non-profit organizations involved in public-private partnerships.

Continued....

4. (g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 – Continued**

7. **THAT** staff, including the Capital Planning Committee, review and report to Council on the implications of implementing a policy of increasing the Affordable Housing Reserve Fund to a \$10 Million balance within 25 years, and of amending the Affordable Housing Reserve Fund Bylaw such that no more than 50% of the Fund can be allocated at any one time, and on other models for the provision of Affordable Housing support, such review to include a full analysis of all financial priorities and amenities of the City.
8. **THAT** policies and procedures as recommended by the Task Force be investigated in the context of all of the City's financial priorities, whereby the value of increased zoning or density transfers, the value of a reduction in requirements such as the number of parking spaces, and cash-in-lieu of affordable housing goals in major projects, go into the Affordable Housing Reserve Fund.
9. **THAT** staff report on which current City initiated design features can be altered to reduce the cost of housing.
10. **THAT** all City departments be instructed to continue to encourage affordable housing and to assist in "fast-tracking" the approval process of affordable housing projects.
11. **THAT** the Social Planner be designated as a facilitator for affordable housing to work with non-profit societies, developers, departments of the City, and others where appropriate, to find ways for best meeting the goal of providing affordable housing, including public / private partnerships.
12. **THAT** staff continue to review the resources and tools available to them and to report back to Council on the extent to which these tools and resources are helpful, or if changes and / or additional resources are required to enhance and promote affordable housing in the City.
13. **THAT** staff review the planning and financial implications of setting a target that no fewer than 50% of all dwelling units in the City be rental housing, in the context of other North Shore municipalities, as well as the rest of the municipalities in the Greater Vancouver region.
14. **THAT** permitting greater density on sites that are redeveloped, so that the number of rental units on the site are not reduced, be considered in rezoning applications consistent with the existing Official Community Plan and the Task Force report.

Continued....



4. (g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 - Continued**
15. **THAT** staff continue to review existing policy and procedures and how they impact on the retention, rehabilitation, and replacement of the existing affordable housing stock, including secondary suites, with a view to maximizing the potential retention and rehabilitation of the older, more affordable market rental housing stock.
16. **THAT** staff report back on the implementation of the remainder of the recommendations of the said Final Report as time permits.

***The vote upon the recommendations was taken separately as follows:***

**PURSUANT** to the report of the City Administrator, dated July 6, 1999, entitled "Report of the Affordable Housing Task Force – Interim Implementation":

1. **THAT** staff include and acknowledge the following recommendations of the Affordable Housing Task Force Final Report as policy in the City's Social Plan, and in the day to day work of the City, and report back on specific recommendations as necessary.
2. **THAT** the City include the following statement on the affordability gap in its definition of Affordable Housing:

*"Affordability Gap" refers to the difference between what people on low or fixed incomes receive and the maximum income ceilings established by BC Housing.*
3. **THAT** Canada Mortgage and Housing Corporation and BC Housing be requested to change their definition of affordability from 30% of gross income to 20% of gross income.
4. **THAT** the federal government be requested to become a more active partner in the provision of new affordable housing, and that the Federation of Canadian Municipalities be requested to pursue federal support for new affordable housing.
5. **THAT** the Province be requested to increase the number of units in its yearly call for affordable housing proposals, and the Province be thanked for its increased commitment to affordable housing in 1999.

Continued....

4. (g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 - Continued**

6. **THAT** the Affordable Housing Reserve Fund be confirmed as a Fund that can be used to reduce fees and City of North Vancouver development cost charges for non-profit societies building affordable housing, including those non-profit organizations involved in public-private partnerships.

A recorded vote was taken on recommendations Nos. 1 to 6.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Perrault  
Councillor Fearnley  
Mayor Loucks

Voting against: Nil.

The motion was **CARRIED UNANIMOUSLY** by a vote of six to nil.

***The vote upon the following recommendations:***

11. **THAT** the Social Planner be designated as a facilitator for affordable housing to work with non-profit societies, developers, departments of the City, and others where appropriate, to find ways for best meeting the goal of providing affordable housing, including public / private partnerships.
12. **THAT** staff continue to review the resources and tools available to them and to report back to Council on the extent to which these tools and resources are helpful, or if changes and / or additional resources are required to enhance and promote affordable housing in the City.
13. **THAT** staff review the planning and financial implications of setting a target that no fewer than 50% of all dwelling units in the City be rental housing, in the context of other North Shore municipalities, as well as the rest of the municipalities in the Greater Vancouver region.
16. **THAT** staff report back on the implementation of the remainder of the recommendations of the said Final Report as time permits.

Continued....

**4. (g) Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 - Continued**

A recorded vote was taken on recommendations Nos. 11, 12, 13 and 16.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Perrault  
Councillor Fearnley  
Mayor Loucks

Voting against: Nil.

The motion was **CARRIED UNANIMOUSLY** by a vote of six to nil.

***The vote upon the following recommendation:***

7. **THAT** staff, including the Capital Planning Committee, review and report to Council on the implications of implementing a policy of increasing the Affordable Housing Reserve Fund to a \$10 Million balance within 25 years, and of amending the Affordable Housing Reserve Fund Bylaw such that no more than 50% of the Fund can be allocated at any one time, and on other models for the provision of Affordable Housing support, such review to include a full analysis of all financial priorities and amenities of the City.

A recorded vote was taken on recommendation No. 7.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Perrault  
Mayor Loucks

Voting against: Councillor Fearnley

The motion was **CARRIED** by a vote of five to one.

***The vote upon the following recommendation:***

8. **THAT** policies and procedures as recommended by the Task Force be investigated in the context of all of the City's financial priorities, whereby the value of increased zoning or density transfers, the value of a reduction in requirements such as the number of parking spaces, and cash-in-lieu of affordable housing goals in major projects, go into the Affordable Housing Reserve Fund.

Continued....

**4. (g) Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 - Continued**

A recorded vote was taken on recommendation No. 8.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Fearnley  
Mayor Loucks

Voting against: Councillor Perrault

The motion was **CARRIED** by a vote of five to one.

***The vote upon the following recommendation:***

- 9. THAT** staff report on which current City initiated design features can be altered to reduce the cost of housing.

A recorded vote was taken on recommendation No. 9.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Fearnley  
Mayor Loucks

Voting against: Councillor Perrault

The motion was **CARRIED** by a vote of five to one.

***The vote upon the following recommendation:***

- 10. THAT** all City departments be instructed to continue to encourage affordable housing and to assist in "fast-tracking" the approval process of affordable housing projects.

A recorded vote was taken on recommendation No. 10.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Fearnley  
Councillor Perrault  
Mayor Loucks

Voting against: Nil.

The motion was **CARRIED UNANIMOUSLY** by a vote of six to nil.

4. (g) **Report of the Affordable Housing Task Force – Interim Implementation – File: 3365-05-08 – Continued**

***The vote upon the following recommendation:***

14. **THAT** permitting greater density on sites that are redeveloped, so that the number of rental units on the site are not reduced, be considered in rezoning applications consistent with the existing Official Community Plan and the Task Force report.

A recorded vote was taken on recommendation No. 14.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Perrault  
Mayor Loucks

Voting against: Councillor Fearnley

The motion was **CARRIED** by a vote of five to one.

***The vote upon the following recommendation:***

15. **THAT** staff continue to review existing policy and procedures and how they impact on the retention, rehabilitation, and replacement of the existing affordable housing stock, including secondary suites, with a view to maximizing the potential retention and rehabilitation of the older, more affordable market rental housing stock.

A recorded vote was taken on recommendation No. 15.

Voting in favour: Councillor Mussatto  
Councillor Sharp  
Councillor Braithwaite  
Councillor Fearnley  
Councillor Perrault  
Mayor Loucks

Voting against: Nil.

The motion was **CARRIED UNANIMOUSLY** by a vote of six to nil.

4. (h) **Smart North Shore Initiative – File: 1155-06-S5**

Report: City Administrator, July 19, 1999

Moved by Councillor Sharp, seconded by Councillor Perrault

**PURSUANT** to the report of the City Administrator, dated July 19, 1999, entitled “Smart North Shore Initiative”:

**THAT** the July 20, 1999 letter from Mayor J.E. Loucks indicating the City of North Vancouver’s interest in participating in the Smart Communities program be endorsed;

**AND THAT** the City of North Vancouver participate as a member of the Board of Directors of the proposed non-profit society to be established to manage the Smart Communities project;

**AND THAT** Mayor J.E. Loucks be appointed on a temporary basis as the City of North Vancouver member on the Board of Directors for SmartNorthShore.org.

Councillor Mussatto briefly left and returned to the meeting.

**CARRIED UNANIMOUSLY**

(i) **Economic Development Strategy – File: 3500-03**

Report: City Administrator, July 19, 1999

Moved by Councillor Sharp, seconded by Councillor Perrault

**PURSUANT** to the report of the City Administrator, dated July 19, 1999, entitled “Economic Development Strategy”:

**THAT** staff be directed to pursue Option No. 4 to undertake a strategic planning process around the City’s Economic Development function, as outlined in the July 19, 1999 report of the City Administrator;

**AND THAT** staff report back to Council with options for initiating an economic development strategic planning process and its associated costs.

**CARRIED UNANIMOUSLY**

Councillor Sharp left the meeting.

4. (j) **Gambrinus Restaurant – Entertainment Endorsement Application: 707 Queensbury Avenue – File: 3045-03**

Report: Property Use Inspector, Development Services,  
July 21, 1999

Moved by Councillor Mussatto, seconded by Mayor Loucks

**PURSUANT** to the report of the Property Use Inspector, dated July 21, 1999, entitled “Gambrinus Restaurant – Entertainment Endorsement Application: 707 Queensbury Avenue”:

**THAT** the Liquor Control and Licensing Branch be advised that the City of North Vancouver does not object to Gambrinus Restaurant developing an area for music and dancing as an accessory use to its principal restaurant use, provided that the entertainment use ceases no later than 11:00 p.m.

Councillor Sharp returned to the meeting.

Moved by Councillor Braithwaite, seconded by Councillor Perrault

**THAT** consideration of the motion be deferred until staff have sent notices out to the surrounding neighbourhood informing them of the request from Gambrinus Restaurant for the development of an area for music and dancing as an accessory use to its principal restaurant use at 707 Queensbury Avenue.

**CARRIED**

Councillor Mussatto is recorded as voting contrary to the motion.

(k) **Community Grant Application – North Shore Child Care Resource Society – File: 1670-03-04**

Report: Social Planner, Development Services, July 8, 1999

Moved by Councillor Sharp, seconded by Councillor Fearnley

**PURSUANT** to the report of the Social Planner, dated July 8, 1999, entitled “Community Grant Application – North Shore Child Care Resource Society”:

**THAT** \$500. be allocated to the North Shore Child Care Resource Society from the Community Grants Contingency budget for Child Care Month activities.

**CARRIED UNANIMOUSLY**

4. (l) **211 East 1<sup>st</sup> Street – Rezoning Application Logging and Sawmilling Journal – File: 3400-05 1E 211**

Report: City Planner, Development Services, July 21, 1999

Moved by Councillor Mussatto, seconded by Councillor Perrault

**PURSUANT** to the report of the City Planner, dated July 21, 1999, entitled “211 East 1<sup>st</sup> Street – Rezoning Application Logging and Sawmilling Journal”:

**THAT** “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7149” (Logging and Sawmilling Journal, 211 East 1<sup>st</sup> Street, CD-387) be considered and referred to a Public Hearing.

**CARRIED**

Councillor Fearnley is recorded as voting contrary to the motion.

(m) **Mosquito Creek Enhancement Project – Official Community Plan and Zoning Bylaw Amendments – File: 4037-03-M1**

Report: Planning Technician, Development Services,  
July 9, 1999

Moved by Councillor Sharp, seconded by Councillor Fearnley

**PURSUANT** to the report of the Planning Technician, dated July 9, 1999, entitled “Mosquito Creek Enhancement Project – Official Community Plan and Zoning Bylaw Amendments”:

**THAT** the “City of North Vancouver Official Community Plan Bylaw, 1992, No. 6288, Amendment Bylaw, 1999, No. 7155” (City of North Vancouver/ Mosquito Creek Enhancement Project) be referred to a Public Hearing;

**AND THAT** “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7156” (City of North Vancouver/Mosquito Creek Enhancement Project) be referred to a Public Hearing.

**CARRIED UNANIMOUSLY**



4. (n) **Secondary Cooking Facilities in Residences Licensed for Accessory Child Care Use – File: 3410-01**

Report: Social Planner, Development Services, July 20, 1999

Moved by Councillor Fearnley, seconded by Mayor Loucks

**PURSUANT** to the report of the Social Planner, dated July 20, 1999, entitled “Secondary Cooking Facilities in Residences Licensed for Accessory Child Care Use”:

**THAT** “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7158” (Secondary Cooking Facilities in Residences Licensed for Accessory Child Care Use) be considered and referred to a Public Hearing.

**CARRIED UNANIMOUSLY**

(o) **636, 640, 648 Moody Avenue and 605 East 7<sup>th</sup> Street – Rezoning and Stratification – File: 3300-07-02**

Report: Planning Technician, Development Services,  
July 21, 1999

Moved by Councillor Mussatto, seconded by Councillor Fearnley

**PURSUANT** to the report of the Planning Technician, dated July 21, 1999, entitled “636, 640, 648 Moody Avenue and 605 East 7<sup>th</sup> Street – Rezoning and Stratification”:

**THAT** “Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7159” (Pasquali Ciambreilli/Y.M. May Lee Architect, 636, 640, 648 Moody Avenue and 605 East 7<sup>th</sup> Street, CD-389) be referred to a Public Hearing;

**AND THAT** the Mayor and City Clerk be authorized to sign the required documents for stratification subject to rezoning.

**CARRIED UNANIMOUSLY**

4. (p) **Harbourside Business Park: 02 Fell Avenue (North Shore Auto Mall Design Guidelines) – File: FELL 02**

Report: Development Planner, Development Services,  
July 21, 1999

Moved by Councillor Fearnley, seconded by Councillor Mussatto

**PURSUANT** to the report of the Development Planner, dated July 21, 1999, entitled “Harbourside Business Park: 02 Fell Avenue (North Shore Auto Mall Design Guidelines)”:

**THAT** the Mayor and City Clerk be authorized to execute Section 219 Land title Act Covenant amendments to establish the “North Shore Auto Mall Design Guidelines”, substantially in the form attached to said report, as the design controls for development of an auto mall use in the CD-361 Zone;

**THAT** the proposed signage be omitted from said Guidelines pending issuance of Development Variance Permit No. 114;

**AND THAT** the proposed street lighting be approved, subject to a covenant being registered on title to the lands with wording substantially in the form presented in Attachment 2 of said report.

**CARRIED UNANIMOUSLY**

(q) **Clarification of Conflicting Council Policies re: Transcripts  
File: 1090-01**

Report: City Clerk, June 21, 1999

Moved by Councillor Sharp, seconded by Councillor Perrault

**PURSUANT** to the report of the City Clerk, dated June 21, 1999, entitled “Clarification of Conflicting Council Policies re: Transcripts”:

**THAT** the following two policies be endorsed:

1. **Transcripts (partial or full) of Council Meetings**

**THAT** partial or full transcripts of Council Meetings, Policy Committee Meetings, Public Hearings and Public Meetings be provided to Council members upon request at no charge, on the understanding that all Council Members will be provided a copy as well.

Continued....

4. (q) **Clarification of Conflicting Council Policies re: Transcripts  
File: 1090-01 - Continued**

2. **Council Video Tapes**

**THAT** videotape copies of Council Meetings be provided to Council Members and members of the public providing they pay for them at a rate to be determined by the City Clerk (\$15.00 in 1999).

**CARRIED UNANIMOUSLY**

(r) **Foot of Lonsdale Planning Study – File: 3380-02-F4**

Report: Development Planner, Development Services,  
July 19, 1999

Moved by Councillor Sharp, seconded by Councillor Mussatto

**PURSUANT** to the report of the Development Planner, dated July 19, 1999, entitled “Foot of Lonsdale Planning Study”:

**THAT** the Planning Division staff be authorized to proceed with the Foot of Lonsdale Planning Study and release the Request for Proposals substantially in the form attached to the July 19, 1999 report of the Development Planner.

**CARRIED UNANIMOUSLY**

(s) **Grant to Communities in Bloom – Friends of Communities in Bloom – File: 4455-03-C6**

Report: Manager, Parks & Environment, July 21, 1999

Moved by Councillor Mussatto, seconded by Councillor Fearnley

**PURSUANT** to the report of the Manager, Parks & Environment, dated July 21, 1999, entitled “Grant to Communities in Bloom – Friends of Communities in Bloom”:

**THAT** Council authorize a grant in the amount of \$200 as a subscription to the 1999 Friends of Communities in Bloom;

**AND THAT** a copy of the following books be placed in the City of North Vancouver Library:

*“The City Blooms, A Community in Bloom, The City of North Vancouver, 1999” and “The City Blooms, The City of North Vancouver Communities In Bloom Documentation, 1999”;*

Continued....

4. (s) **Grant to Communities in Bloom – Friends of Communities in Bloom – File: 4455-03-C6 – Continued**

**AND THAT** colour photocopies of the said books be made available to members of Council at cost, if they wish to purchase copies;

**AND THAT** the Manager, Parks & Environment, Mayor Loucks and Councillor Dean be authorized to attend the Communities in Bloom National Awards Ceremony scheduled to be held on September 18, 1999 in Halifax, Nova Scotia.

***The vote upon the recommendations was taken separately as follows:***

**PURSUANT** to the report of the Manager, Parks & Environment, dated July 21, 1999, entitled “Grant to Communities in Bloom – Friends of Communities in Bloom”:

**THAT** Council authorize a grant in the amount of \$200 as a subscription to the 1999 Friends of Communities in Bloom.

**CARRIED UNANIMOUSLY**

***The vote upon the following recommendation:***

**AND THAT** a copy of the following books be placed in the City of North Vancouver Library:

*“The City Blooms, A Community in Bloom, The City of North Vancouver, 1999” and “The City Blooms, The City of North Vancouver Communities In Bloom Documentation, 1999”.*

**CARRIED UNANIMOUSLY**

***The vote upon the following recommendation:***

**AND THAT** colour photocopies of the said books be made available to members of Council at cost, if they wish to purchase copies.

**CARRIED UNANIMOUSLY**

***The vote upon the following recommendation:***

**AND THAT** the Manager, Parks & Environment, Mayor Loucks and Councillor Dean be authorized to attend the Communities in Bloom National Awards Ceremony scheduled to be held on September 18, 1999 in Halifax, Nova Scotia.

**CARRIED UNANIMOUSLY**

5. **MOTIONS AND NOTICES OF MOTION - Continued**

(b) **City-owned Lands in Lower Lonsdale**  
**File: 3380-02-L4-04-01**

***Submitted by Councillor J.B. Braithwaite***

Moved by Councillor Braithwaite, seconded by Councillor Mussatto

**WHEREAS** existing policy for the sale of City-owned lands in Lower Lonsdale is for sale only;

**AND WHEREAS** this policy has no flexibility in allowing housing organizations to be able to lease land for affordable housing;

**AND WHEREAS** these are opportunities whereby the City might be able to provide affordable housing for a variety of groups in our community;

**THEREFORE BE IT RESOLVED THAT** this policy be amended to provide some flexibility in providing some leased land for the purpose of making land available for the provision of affordable housing;

**AND THAT** Recommendations 7 and 8 of the Executive Summary of the Affordable Housing Task Force Final Report as attached to the July 6, 1999 report of the City Administrator, which read as follows be referred to staff for comment:

“7. **THAT** the City lease the following proportion of City-owned properties zoned for multi-residential use:

60% in Lower Lonsdale  
100% in Central Lonsdale  
25% in other areas

Where considered appropriate by Council, the City could exchange City-owned residential land for other residential land of comparable market value.

8. **THAT** the City develop policy and procedures whereby it becomes an “equity partner” in affordable housing projects on City-owned land as one of the mechanisms for developing affordable housing projects and for maintaining ownership in a land base.”

***The vote upon the recommendations was taken separately as follows:***

**WHEREAS** existing policy for the sale of City-owned lands in Lower Lonsdale is for sale only;

Continued....

5. (b) **City-owned Lands in Lower Lonsdale**  
**File: 3380-02-L4-04-01 - Continued**

**AND WHEREAS** this policy has no flexibility in allowing housing organizations to be able to lease land for affordable housing;

**AND WHEREAS** these are opportunities whereby the City might be able to provide affordable housing for a variety of groups in our community;

**THEREFORE BE IT RESOLVED THAT** staff bring forward suggested amendments to this policy to provide some flexibility in providing some leased land for the purpose of making land available for the provision of affordable housing in Lower Lonsdale.

**CARRIED UNANIMOUSLY**

Moved by Councillor Mussatto, seconded by Councillor Fearnley

**THAT** the requirements of the Procedure Bylaw to terminate the meeting at 10:30 P.M., be waived, and the meeting continue to 11:00 P.M., if necessary to conclude the agenda.

**CARRIED UNANIMOUSLY**

***The vote upon the following recommendation:***

**AND THAT** Recommendations 7 and 8 of the Executive Summary of the Affordable Housing Task Force Final Report as attached to the July 6, 1999 report of the City Administrator, which read as follows be referred to staff for comment:

"7. **THAT** the City lease the following proportion of City-owned properties zoned for multi-residential use:

60% in Lower Lonsdale  
100% in Central Lonsdale  
25% in other areas

Where considered appropriate by Council, the City could exchange City-owned residential land for other residential land of comparable market value.

8. **THAT** the City develop policy and procedures whereby it becomes an "equity partner" in affordable housing projects on City-owned land as one of the mechanisms for developing affordable housing projects and for maintaining ownership in a land base."

**CARRIED**

Councillor Fearnley is recorded as voting contrary to the motion.

5. (c) **City of North Vancouver Anti-Hate Activity Policy**  
**File: 4230-20-02**

***Submitted by Councillor D.R. Mussatto***

Moved by Councillor Mussatto, seconded by Councillor Braithwaite

**WHEREAS** the City of North Vancouver prides itself on having a municipality free from racism, discrimination, contempt and hatred;

**AND WHEREAS** the City of North Vancouver has no existing policy regarding the use of public facilities by individuals or groups which promote racism, discrimination, contempt and hatred;

**AND WHEREAS** the City of North Vancouver owns and operates various public funded facilities such as libraries, recreation centres and neighbourhood drop-in centres;

**AND WHEREAS** other municipalities across Canada such as Toronto, Ottawa and Victoria have enacted policies similar to the following proposed;

**THEREFORE BE IT RESOLVED THAT** the City of North Vancouver enact the following policy:

“Public space, facilities and properties within the jurisdiction of the City of North Vancouver and owned or leased by recipients of City grants, will not be available or accessible to any individuals or group that promotes views and ideas which are likely to promote discrimination, contempt or hatred for any person on the basis of race, national or ethnic origin, ancestry, colour, citizenship, religion, age, sex, marital status, family status, sexual orientation, gender identity, disability, political affiliation, receipt of public assistance or level of literacy.”

Moved by Councillor Sharp, seconded by Councillor Braithwaite

**THAT** the motion be referred to staff for comment and to the City Solicitor for a legal opinion.

**CARRIED UNANIMOUSLY**

**6. BYLAWS - Continued**

**(b) Introduction and First Three Readings - Continued**

Moved by Councillor Fearnley, seconded by Councillor Perrault that

- (i) "Hotel Room Tax Levy Bylaw, 1999, No. 7162"

be introduced and read a first time in short form, copies of same having been distributed to Council members and read by them.

**CARRIED**

Moved by Councillor Fearnley, seconded by Councillor Perrault

**THAT** the said Bylaw No. 7162 be read a second time in short form.

**CARRIED**

Moved by Councillor Fearnley, seconded by Councillor Perrault

**THAT** the said Bylaw No. 7162 be read a third time in short form and passed subject to reconsideration.

**CARRIED UNANIMOUSLY**

**(d) Introduction And First Reading Only**

Moved by Councillor Sharp, seconded by Councillor Fearnley that

- (i) "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7149" (Logging & Sawmilling Journal, 211 East 1<sup>st</sup> Street, CD-387)
- (ii) "City of North Vancouver Official Community Plan Bylaw, 1992, No. 6288, Amendment Bylaw, 1999, No. 7155" (City of North Vancouver/Mosquito Creek Enhancement Project)
- (iii) "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7156" (City of North Vancouver/Mosquito Creek Enhancement Project)
- (iv) "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7158" (Secondary Cooking Facilities in Residences Licensed for Accessory Child Care Use)
- (v) "Zoning Bylaw, 1995, No. 6700, Amendment Bylaw, 1999, No. 7159" (Pasquali Ciambrelli/Y.M. Lee Architect, 636, 640, 648 Moody Avenue and 605 East 7<sup>th</sup> Street, CD-389)

be introduced and read a first time in short form, copies of same having been distributed to Council members and read by them.

**CARRIED UNANIMOUSLY**



7. **COUNCIL INQUIRIES (Questions of Council Members)**

Nil.

10. **ADJOURNMENT**

Moved by Councillor Mussatto, seconded by Councillor Sharp

**THAT** the meeting adjourn.

**CARRIED**

The meeting adjourned at 10:37 p.m.