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clerks@newwestcity.ca

Kathleen Stevens
Heritage Planning Analyst
Development Services Department, Planning
604-527-4656 | kstevens@newwestcity.ca

Attachments: November 4, 2019 Council Report

2)

October 29, 2019

Mark Gifford, Chair

File: 13.2525.10
Doc# 1510133



NEW WESTMINSTER

October 29, 2019

— 2 —

Development Services – Planning

submit feedback in writing in writing to staff (by email is sufficient) by Friday, November 22nd at 5:00pm. Staff will consider this feedback before presenting the required bylaws to Council for their consideration.

A Public Hearing would be held prior to Council considering the adoption of the proposed bylaw changes. Once a Public Hearing date has been set, they would send a second letter to advising of the final opportunity to provide feedback directly to Council.

Please feel free to contact Lynn Roxburgh if you would like to set up a meeting or have any questions about this initiative, and what it means for the School District. Lynn can be reached by email at lroxburgh@newwestcity.ca or by phone at 604-515-3805.

Kind regards,

Jackie Teed
Senior Manager of Development Services

REPORT

Development Services

- iii. any boards or regional districts or improvement districts; and
- iv. any provincial or federal governments and their agencies.

EXECUTIVE SUMMARY

Staff has been working to improve the development approvals regulations and procedures used by the Planning Division. One outcome of this initiative will be an improved development review process experience for Council, staff, applicants and the public. To date, a number of improvements have already been put into place, which have increased the efficiency of the approval process. A number of further improvements have been identified and will be brought forward to Council for consideration. This report outlines the changes proposed streamlining of the Development Permit application process. The process is proposed to be streamlined by delegating the approval of Development Permits to the Director of Development Services, increasing the scope of Minor Development Permits, and by exempting more project types from Development Permit requirements.

This report also outlines the proposed amendments to the Queensborough Community Plan (QCP) and Official Community Plan (OCP). The changes to the QCP would bring the land use designations definitions into alignment with the 2017 OCP. The increased consistency between the two plans would provide more clarity to the development community that does work throughout the city. Changes to the Official Community Plan (OCP) are also proposed. As outlined in this report, staff proposes changing the land use designation of three properties, such that the OCP designations match the existing zoning, or for other reasons that would normally have been supported during the creation of the OCP.

PURPOSE

The purpose of this report is to request direction from Council to proceed with next steps for proposed improvements to the Development Permit application process, for updating the land use designation definitions in the Queensborough Community Plan, and for implementing other changes to the Official Community Plan

DISCUSSION

Development Approval Process Streamlining Initiatives Devel26.996(p)27.004 17Td [(D)16(e)(sed the Planning Division On -424.996(o)-28(u)29.004(t)-15.004crome of this initiative will -424. a-435.004higher of improvements have already been put into place, which have increased the efienc -14.996(o)-28ft 704(t)-15.004(h)29.004(e)-26(-435.004(a)32.008(p)18.996(p)29.004(r)-1

This report outlines the changes proposed streamlining of the Development Permit application process. The application process is proposed to be streamlined by delegating the approval of Development Permits to the Director of Development Services, increasing the scope of Minor Development Permits, and by exempting more project types from Development Permit requirements. These changes, which are outlined below, would reduce the number and range of permits considered by Council, thereby reducing the length of Council agendas. The total number of permit applications would also be reduced. These changes will increase the efficiency of the permit process, and allow staff to maximize time available to meet Council strategic priorities.

Development Permits Proposed to be Delegated to Staff

\$V SHUPLWWHG WKURXJK 3URYLQFLDO ODZ WKURXJK W Bylaw, Council can delegate the approval of Development Permits to the Director of Development Services. Staff propose that this bylaw be amended to increase the range of applications that would be delegated to the Director.

The following Development Permit types are currently delegated to the Director:

- x Development Permits under the Downtown Community Plan.
- x Laneway and Carriage House Development Permits.
- x Minor Development Permits.

Staff recommends that the bylaw be amended to also delegate approval all Development Permits, with the exception of those that involve a variance to the Zoning Bylaw. This would be consistent with the approach taken in other municipalities.

If supported, these changes would apply to relevant Development Permits and Development Permit Amendments under the Official Community Plan, Downtown Community Plan and Queensborough Community Plan. Staff could still choose to refer any permit to Council for consideration (for example, if staff has received complaints about the proposal). As well, the DSSOLFDQW LI QRW VDWLVLHG ZLWK VWDIIIV GHFLVLF has the opportunity to request that Council reconsider the issuance of the permit.

Council would continue to review all development applications that require a rezoning, Official Community Plan amendments, and/or Heritage Revitalization Agreements.

Minor Development Permits Proposed to be Delegated to Staff

Currently the following project types qualify as a Minor Development Permit:

- x Flood Hazard Development Permits.
- x Improvements with a total value of \$100,000 or less.
- x Façade renovation for buildings affected by water penetration.
- x A minor addition to an existing building (a maximum of 100 square metres or 10% site area).

Staff proposes expanding the project types considered to be a Minor Development Permit to include the following:

- x Natural Features Development Permits.
- x A minor addition to an existing building (a maximum of 500 square metres or 10% site area).

Projects Proposed to be Exempt from Development Permit Requirements

Increasing the range of projects that are exempt from Development Permit requirements would reduce the number of applications. Applications in this category would instead proceed directly to a Building Permit, when required.

The Official Community Plan currently includes the following exemptions:

- x Construction of single detached dwellings.
- x Routine maintenance of an existing building or structure that does not involve a change in the exterior design or material composition of the building or structure.
- x Signs.
- x Construction, building alterations or site alterations associated with approved temporary use permits.
- x Internal alterations made to buildings and structures.
- x Subdivision of land.

Staff proposes amending the Official Community Plan to also exempt:

- x Routine maintenance of landscaping that does not involve a change in design.
- x Construction of accessory buildings or structures with a floor area equal to or less than 10 square metres (108 square feet).
- x Exterior building or structure painting.

Staff further proposes that the same list of exemptions also be included in the Downtown and Queensborough Community Plans.

Official Community Plan Amendments

Amendments to the Official Community Plan (OCP) are required to implement the Development Permit exemptions and to help achieve the objective of increasing consistency between the OCP and the Queensborough Community Plan (QCP). Additional minor amendments, such as addressing grammatical errors, are also proposed.

designation back into alignment with the Metro Vancouver Regional Growth Strategy, which in any case restricts the ability for the City to support a rezoning of this property to a residential use.

CONSULTATION

NEXT STEPS

Next steps in the application review process include:

1. Consultation, as outlined in this report (October/November)
2. Council consideration of first and second reading of the following bylaws (December):
 - x Official Community Plan Amendment Bylaw
 - x Development Approval Procedures Amendment Bylaw
 - x Development Services Fees and Rates Amendment Bylaw
3. Public hearing, consideration of third reading, and adoption of bylaws (January)

OPTIONS

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- 1) That Council direct staff to bring forward an amendment to the Development Approvals Procedure Bylaw and the Development Services Fees and Rates Bylaw to facilitate Development Permit applications being delegated to the Director of Development Services, as outlined in this report.
- 2) That Council direct staff to bring forward an amendment to the Official Community Plan to facilitate additional exemptions from Development Permit requirements, to update the land use designation definitions in the Queensborough Community Plan, and to implement other changes to the Official Community Plan, as outlined in this report.
- 3) That Council, with regard to the Official Community Plan amendment:
 - a. give consideration to the requirements of Section 475 and 476 as well as other relevant sections of the Local Government Act;
 - b. direct staff to advise and consult with the Board of Education of School District No. 40;
 - c. not require consultation with the following, as none are considered to be affected by this process:
 - i. any First Nations;
 - ii. any Councils of immediately adjacent municipalities, as none are considered to be affected by this process;

- iii. any boards or regional districts or improvement districts; and
- iv. any provincial or federal governments and their agencies.

4) That Council provide staff with alternative direction.

Staff recommends Option 1, 2 and 3.

This report has been prepared by:
Lynn Roxburgh, Senior Planner

This report was reviewed by:
Jackie Teed, Senior Manager of Development Services

Increased continuity between school programs that links priorities in Arts Education with goals of the district's strategic plan

Developing budgets that maintain programming,
build capacity and consider repairs, maintenance
and replacement of equipment

Creating plans to manage and maintain arts-specific spaces and their equipment within SD40 buildings

Supporting district - wide resource sharing of arts
resources and supplies

Partnering with community organizations to maximize resources, increase inclusion and equitability and enhance opportunities

Supporting teachers to grow and thrive by offering
professional development and collaborative opportunities
in arts

Planning to meet NWSS needs for continued access to Massey Theatre into the future

Working with parents and families to set goals and leverage opportunities

Legacy projects
Inquiry projects
Performative experiences

What's been done so far

\$70,000 EQUIPMENT AND SUPPLIES ALLOCATION

- MET WITH ALL PRINCIPALS, ELEMENTARY MUSIC TEACHERS, MIDDLE SCHOOL ART/MUSIC/DRAMA TEACHERS AND SECONDARY ART/MUSIC/DRAMA/DANCE/PHOTO TEACHERS TO SEE WHAT EQUIPMENT EACH SCHOOL HAS AND DISCUSS EQUIPMENT NEEDS
- CREATED A SPREADSHEET OF ALL NEEDS THAT ALSO GIVES A SNAPSHOT OF REQUIRED SUPPLIES FOR PROGRAMMING IN THE ARTS DISCIPLINES AT ELEMENTARY, MIDDLE AND SECONDARY LEVELS

NEXT STEPS:COST ALL ITEMS ON THE LIST AND START TO PRIORITIZE NEEDS THROUGH CONTINUED CONSULTATION. USE THE DATA COLLECTED TO INFORM THE CREATION OF SUSTAINABLE AND APPROPRIATE BUDGETS.

Thank you

Questions?
Queries?
Revelations?
Epiphanies?

APPENDIX 1

School	Teacher	Subject	Equipment	Cost/unit	Number needed	Total
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APPENDIX 1

School	Teacher	Subject	Equipment	Cost/unit	Number needed	Total
New Westminster Secondary school	Jeff Meville/ Brent Fo	Photography	Studio Lighting			\$5,000

EVENT

School District No. 4 (New Westminster)

Supplement to: OPERATIONS POLICY & PLANNING COMMITTEE

Date: November 19, 2019

Submitted by: Kelly Proznick, District Arts Facilitator

Item: Requiring Action Yes No For Information

Subject: Arts Education – District Strategic Plan Update

Background:

At the May 28, 2019 Regular Open Board meeting, the following motion was carried unanimously:

THAT the Board of Education of School District No.40 (New Westminster) allocate \$180,000 from surplus on the condition that staff provide a funding plan to the Board at the November 19, 2019 Operations Policy and Planning Committee meeting, to support an investment that strengthens capacity of art education in our schools as follows:

Initial one-year commitment to 0.5 FTE District Arts Facilitator position and program costs, to support development of a comprehensive District creative and performing arts strategy, delivery of curriculum, programs, partnerships that strengthen learning and engagement of students, teachers, and staff. Cost: \$60,000

Facility Rental: Access to Massey Theatre is important to the District, NWSS, Fine Arts programs, as well as elementary and middle schools. Fine Arts alone can use 30 days per year \$6010. [(c)-2(N)13.5(W)7(ne A)2()-6.6(000)11.2(f)-6.6(r)-5.9(o)udaff Cost: \$60ct mmoo [(y)-2(-60)10.5(,)o010.5(us)a(t)-6.6(egy)-2(,)4</MCID .(ne A)12.6(n our)4.2(of)4.2</MCID .141 Td [(cci)2.6

School District No. 4 (New Westminster)

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School District No. 4(New Westminster)

Limiting or denying access to a knowledge area that is the dominant voice of a student is a way of devaluing that way of being. For students who are expressive, creative, sensitive or performative, the lack of access and is a challenge to their identity and erodes their sense of belonging.

While all students in New Westminster schools are meeting the curricular requirements of mandatory arts education from Kindergarten to Grade 9, it is beneficial to examine if the programming is equally exposing children to exceptional opportunities and interactions with the arts, meeting individual student learning goals, enhancing the sense of aesthetics for individuals and communities and realizing goals of social and emotional health.

SD40 OBJECTIVE: Families will have opportunities to engage with the educational system to develop trusting relationships. Parents will have opportunities to connect with their children's learning. Families will have opportunities to be enriched by ideas, perspectives and cultural experiences.

Teachers and administrators have expressed that school communities value coming together to celebrate student learning in the form of a school performance.

Tradition has schools doing performances at certain times of the year, and there is a strong community expectation that this will be part of the family experience connected to school. However, changes in education as well as growing school populations provide school communities with the opportunity to look at diverse options for school performances.

Administrators and teachers have expressed the need for support to meet community goals of performance while balancing teacher work-load and logistical limitations. As well, performances should be rooted in curricula and should leave space for the diversity of voices within our communities, with themes and structures that reflect and celebrate student learning and show process as well as product.

SD40 OBJECTIVE:

School District No. 4 (New Westminster)

- Helping arts teachers through mentorship, increased collaboration and increased professional development opportunities to realize the potential of arts education to serve as a model for our learning community.
- Integrating diverse curricular areas into experiential, community-based arts practices will allow space for exploration of identity, belonging, expressiveness and connectedness.

Another area where staff have expressed the need for support is assessment:

- Assessment support for elementary music specialists, who are required to report on all students in the school at least once a year.
- Assessment support for middle school exploratory teachers, who are required to collaboratively evaluate all students in the school.

SD40 Objective: Develop meaningful relationships with community partners. Utilize community partnerships to support students and families.

APPENDIX 1

School	Teacher	Subject	Equipment	Cost/unit	Number needed	Total
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APPENDIX 1

School	Teacher	Subject	Equipment	Cost/unit	Number needed	Total
New Westminster Secondary school	Jeff Meville/ Brent Fo	Photography	Studio Lighting			\$5,000

APPENDIX 2

EVENT	SCHOOL	DEPARTMENT	DATES	ESTIMATED COST	ACTUAL COST	COST FOR 2020/2021	COST FOR 2021/2022
Remembrance Day	NWSS	Schoolwide (dance, drama, music)	Nov 7-8, 2019	\$2,500		\$2,500	\$2,500
Winter Band Concert	NWSS	Music	Dec 4, 2019	\$1,800		\$1,800	\$1,800
McBride Winter Concert	McBride	Schoolwide	Dec 12, 2019	\$2,367		\$2,367	\$2,367
Dance Show semester 1	NWSS	Dance	Jan 14 to 16, 2020	\$3,800		\$3,800	\$3,800
Choir Show semester 1	NWSS	Choir	Feb 4-5, 2020	\$3,200		\$0	\$0
District Band Festival	NWSS, GMS, FRMS, QMS	Music (band)	January 13 2020	\$1,800		\$2,000	\$2,000
District Choir Festival	All Elementary schools/ NWSS	Music (K-5, 9-12)	May, exact date TBA	\$1,800		\$2,200	\$2,200
Beauty and The Beast	NWSS	Musical Theatre	Feb 20-29, 2020	\$22,000		\$0	\$22,000
RockSolid: Social Justice Theatre	NWSS	Drama	June 1-3, 2020	\$3,800		\$0	\$0
June Revue Concert and Awards	NWSS	Band, Strings, Choir	June 10, 2020	\$2,100		\$2,100	\$2,100
Dance Show semester 2	NWSS	Dance	June 15-18, 2020	\$3,800		\$3,800	\$3,800
Glenbrook Talent Show	Glenbrook	Schoolwide	May 13, 2020	\$1,600		\$2,200	\$2,200
			TOTAL	\$50,567		\$22,767	\$44,767
Musical Theatre Revue Show (at Anvil Centre Theatre)	NWSS	Musical Theatre Foundations	May 19-21, 2020	\$4,100		\$0	\$0
			NWSS Only: Costs for 2019/2020	\$40,500			

New Westminster Secondary School Replacement Project
SD 40 Board Report #26

- x Ongoing communications with adjacent stakeholders (one

New Westminster Secondary School Replacement Project
SD 40 Board Report #26

New Westminster Secondary School Replacement Project
SD 40 Board Report #26

New Westminster Secondary School Replacement Project
SD 40 Board Report #26

View of Glazing Installation

View of 3^d Floor wall installation

New Westminster Secondary School Replacement Project
SD 40 Board Report #26

View of Level 2 floor area

View of Mercer Field from level 2

New Westminster Secondary School Replacement Project
SD 40 Board Report #26

Operations Update

November 19, 2019

Capital Projects , Operations and Planning

Lord Tweedsmuir Elementary

The Lord Tweedsmuir Seismic project continues to be ahead of schedule. The music room , room 110 and maker space room are now completed. The flooring has been completed in all classrooms, hallways and all stairways . The new stairs have been installed at the Gym exit. The Library cabinets will be completed by November 29 , 2019.

The move from the portables into the music room and room 110 was done November 8, 2019. The portables from Tweedsmuir have been moved to Queensborough Middle on November 14, 2019 for the before and after school care use.

The canopy on the lower level is in the process of being seismically upgraded and will be completed November 16, 2019.

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Finance

The finance department is currently working on the Statement of Financial Information (SOFI) and the charity return due December 31.

Due to the ratification of the CUPE collective agreement, payroll is currently working on the retroactive pay of 2% to July 1st and is anticipating this payment to be completed by the end of November.

An RFP has just closed for multi - functional devices and we will be evaluating the submissions and moving forward on improving services district wide and enhancing workflow solutions.

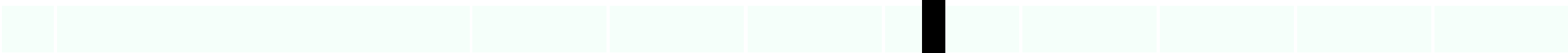
Strategic Planning

Finance team and Operations team have met in October to continue to refine and finalize the department objectives and key results for respective strategic plans as well as determined the “as measured by”, timelines and owners for the work . Monthly meetings have been scheduled to ensure progress is being made on the targets until the end of June.

The finance team is currently working on creating a roles and responsibilities chart for others in the district to better understand the work each individual does in the finance department to create a customer service experience.

Ministry & Other Submissions: November 2019

Submitted to:	Description	Date
Ministry of Education	Classroom Enhancement Fund (CEF) & Remedies	November 15, 2019



School District No. 4 (New Westminster)

Head-Count Based Funding

The recommendation is to change to head-count from FTE funding.

Headcount at NWSS is 1,776 and the FTE is 1,765.81 – a nominal difference for the 2019/20 year. DL/Online learning funding would be captured here also (example, cross enrolled students that take classes in brick and mortar classes and some DL).

Conclusion

Districts across the province continue to wait for some economic modelling of the new formula to better understand impacts. At this time, it is unclear to what extent these recommendations of the working group may be built in to the model and how the transition period will work.

School District No. 40

School District No. 4 (New Westminster)

