



CITY COUNCIL
Council Chamber, Burnaby City Hall
4949 Canada Way, Burnaby, B. C.

OPEN PUBLIC MEETING AT 7:00 PM
Monday, 2015 December 07

A G E N D A

1.	<u>CALL TO ORDER</u>	<u>PAGE</u>
2.	<u>PRESENTATIONS</u>	
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MICROSOFT SOFTWARE LICENSING
- Purpose: To obtain Council approval to award a contract for the purchase of database and server software licences.
4. **CONTRACT AWARD 2016-01** 82
GILPIN STREET - PRESSURE REDUCING VALVE AND WATERMAIN STATION
- Purpose: To obtain Council approval to award a contract for the Gilpin Street pressure reducing valve and watermain station.
5. **CONTRACT AMENDMENT** 83
2014 LOCAL AREA SERVICE PROGRAM
- Purpose: To obtain Council approval for a contract amendment for engineering and contract administration services related to the 2014 Local Area Service Program.
6. **CONTRACT AWARD** 84
ANIMAL CONTROL AND SHELTER SERVICES
- Purpose: To obtain approval to award a two year contract for the operation of the City's animal shelter and the provision of enforcement services for the Animal Control Bylaw.
7. **BYLAWS**
- A) First, Second and Third Reading**
- A) #13546 - Burnaby Local Area Service Construction (Project No. 16-106) Bylaw No. 2, 2015 **13546**
A bylaw to authorize the construction of certain local area service works upon petition - a paved road with curbs and gutters, sidewalks on both sides, and street trees as required on Mayfield Street from Canada Way to 6th Street (Item 7(B), Certificate of Sufficiency, Council 2015 November 23)
- B) #13547 - Burnaby Local Area Service Construction (Project No. 16-405) Bylaw No. 3, 2015 **13547**
A bylaw to authorize the construction of certain local area

service work upon petition - all necessary equipment, wires, and works, including standards and underground conduits, for the purpose of supplying street lighting on Mayfield Street between Canada Way and 6th Street

Item 7(B), Certificate of Sufficiency, Council 2015 November 23)

- C) #13548 - Burnaby Local Area Service Construction (Project No. 16-602) Bylaw No. 4, 2015 **13548**
A bylaw to authorize the construction of certain local area service works upon petition - all necessary works for the purpose of paving lane off Dow Avenue between Rumble Street and Southwood Street
Item 7(B), Certificate of Sufficiency, Council 2015 November 23)
- D) #13549 - Burnaby Waterworks Regulation Bylaw 1953, Amendment Bylaw No. 2, 2015 **13549**
A bylaw to amend Burnaby Waterworks Regulation Bylaw 1953
(Item 7(D), FMC Report, Council 2015 November 23)
- E) #13550 - Burnaby Sewer Parcel Tax Bylaw 1994, Amendment Bylaw No. 1, 2015 **13550**
A bylaw to amend Burnaby Sewer Parcel Tax Bylaw 1994
(Item 7(E), FMC Report, Council 2015 November 23)
- F) #13551 - Burnaby Sewer Charge Bylaw 1961, Amendment Bylaw No. 1, 2015 **13551**
A bylaw to amend Burnaby Sewer Charge Bylaw 1961
(Item 7(E), FMC Report, Council 2015 November 23)
- G) #13552 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 29, 2015 **13552**
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$230,000 to finance 2015 November - Parks, Recreation & Cultural Services Projects (Burnaby Village Museum, Burnaby Art Gallery, Kensington Pitch and Putt)
(Item 8(3), Manager's Report, Council 2015 November 23)
- B) Second Reading**
- H) #13527 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 31, 2015 - Rez. #12-21 (1846/76 & 1904 Gilmore Avenue) **13527**
From M1 Manufacturing District and M2 General Industrial District to CD Comprehensive Development District (based on RM5s Multiple Family Residential District and Brentwood

Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "1846, 1876 & 1904 Gilmore Avenue, Proposed Residential Development Gilmore Avenue, Burnaby, B.C." prepared by Chris Dikeakos Architects Inc.)

Purpose - to permit construction of a high-rise apartment tower over a ground oriented townhouse and amenity podium

(Item 7(2), Manager's Report, Council 2015 October 26)

- I) **#13528 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 32, 2015 - Rez. #14-35 (2338 & 2440 Madison Avenue) From M2 General Industrial District to CD Comprehensive Development District (based on RM4s Multiple Family Residential District and Brentwood Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "Fulton House" prepared by Buttjes Architecture Inc.)** **13528**
- Purpose - to permit construction of a 41 storey high-rise apartment tower with ground oriented townhouses, underground and structured parking
- (Item 7(3), Manager's Report, Council 2015 October 26)
- J) **#13529 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 33, 2015 - Rez. #14-29 (6960 Royal Oak Avenue) From M4 Special Industrial District to CD Comprehensive Development District (based on C9 Urban Village Commercial District and Royal Oak Community Plan guidelines and the development plan entitled "Mix-Use Development, 6960-Royal Oak Avenue, Burnaby, B.C." prepared by DF Architecture Inc.)** **13529**
- Purpose - to permit the construction of a four-storey mixed-use development with full residential underground parking and at grade commercial parking, with ground level commercial fronting Royal Oak Avenue and residential uses (42 units) above
- (Item 7(4), Manager's Report, Council 2015 October 26)
- K) **#13530 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 34, 2015 - Rez. #13-40 (6980/92 Buller Avenue and 6977/91 Waltham Avenue) From M4 Special Industrial District to CD Comprehensive Development District (based on P2 Administration and Assembly District, M5 Light Industrial District and the Royal Oak Community Plan as guidelines, and in accordance with the development plan entitled "BCEHS Burnaby Buller Ambulance Centre" prepared by NSDA Architects)** **13530**

Purpose - to permit the construction of a new BC Ambulance Centre development within the Royal Oak Community Plan area

(Item 7(13), Manager's Report, Council 2015 October 26)

- L) #13531 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 35, 2015 - Rez. #15-01 (6750 Dunblane Avenue, 5025 Imperial Street and 6729/89 Marlborough Avenue)
From RM3 Multiple Family Residential District to CD Comprehensive Development District (based on the RM5s Multiple Family Residential District, C2 Community Commercial District, Metrotown Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "Marlborough Multi-Family" prepared by Chris Dikeakos Architects Inc.
Purpose - to permit a 27-storey apartment building with street-oriented townhouses on Marlborough Avenue and live-work townhouse units with flats above on Imperial Street
(Item 6(4), Manager's Report, Council 2015 November 09) **13531**
- M) #13532 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 36, 2015 - TEXT AMENDMENT
A bylaw respecting rezoning application fees
(Item 7(1), Manager's Report, Council 2015 October 26) **13532**
- C) Reconsideration and Final Adoption**
- N) #13533 - Burnaby Building Bylaw 2004, Amendment Bylaw No. 1, 2015
A bylaw respecting fees under the Building Bylaw
(Item 7(1), Manager's Report, Council 2015 October 26) **13533**
- O) #13534 - Burnaby Tree Bylaw 1996, Amendment Bylaw No. 1, 2015
A bylaw to amend fees payable under the Tree Bylaw
(Item 7(1), Manager's Report, Council 2015 October 26) **13534**
- P) #13535 - Burnaby Subdivision Control Bylaw 1971, Amendment Bylaw No. 1, 2015
A bylaw respecting fees for subdivision applications
(Item 7(1), Manager's Report, Council 2015 October 26) **13535**
- Q) #13536 - Burnaby Plumbing Bylaw 2000, Amendment Bylaw No. 1, 2015
A bylaw respecting fees charged under the Plumbing Bylaw
(Item 7(1), Manager's Report, Council 2015 October 26) **13536**

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| R) | #13537 - Burnaby Electrical Bylaw 1974, Amendment Bylaw No. 1, 2015
A bylaw respecting fees charged under the Electrical Bylaw
(Item 7(1), Manager's Report, Council 2015 October 26) | 13537 |
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| S) | #13538 - Burnaby Sewer Connection Bylaw 1961, Amendment Bylaw No. 2, 2015
A bylaw to amend fees payable under the Sewer Connection Bylaw
(Item 7(1), Manager's Report, Council 2015 October 26) | 13538 |
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| T) | #13539 - Burnaby Liquor Licence Application Fee Bylaw 2001, Amendment Bylaw No. 1, 2015
A bylaw respecting fees for liquor licence applications
(Item 7(1), Manager's Report, Council 2015 October 26) | 13539 |
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| U) | #13540 - Burnaby Gas Bylaw 1978, Amendment Bylaw No. 1, 2015
A bylaw to amend fees charged under the Gas Bylaw
(Item 7(1), Manager's Report, Council 2015 October 26) | 13540 |
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| V) | #13542 - Burnaby Temporary Financing Bylaw 2016
A bylaw providing for the borrowing of moneys to meet the current lawful expenditures of the City
(Item 5(B), FMC Report, Council 2015 November 09) | 13542 |
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| W) | #13543 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 27, 2015
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$375,000 to finance Additional Surface Parking at Deer Lake Centre
(Item 5(C), FMC Report, Council 2015 November 09) | 13543 |
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| X) | #13544 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 28, 2015
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$633,270 to finance 2015 October - Parks, Recreation a& Cultural Services Projects
(Item 6(6), Manager's Report, Council 2015 November 09) | 13544 |

8. **NEW BUSINESS**

9. **INQUIRIES**

10. **ADJOURNMENT**

From: dianegillis@shaw.ca [<mailto:dianegillis@shaw.ca>]

Sent: November-18-15 1:48 PM

To: Clerks

Subject: Request to Appear as a Delegation at December 7, 2015 Council Meeting



Mayor and Council
c/o Office of the City Clerk
Burnaby City Hall
4949 Canada Way
Burnaby, BC, V5G 1M2

To City of Burnaby Mayor and Council

I would like to appear at the Monday, December 7, 2015 Council Meeting to present the 2015 KINA Community Garland and a summary of the successes of the Kingsway Imperial Neighbourhood Association achieved in cooperation with and the support of the City of Burnaby, Burnaby RCMP, Burnaby School District #41, MLAs Kathy Corrigan and Raj Chouhan, MPs Peter Julian and Kennedy Stewart, Metro Vancouver transit Police and other parties.

I, Diane Gillis, 6675 Saint Charles Place, Burnaby, BC V5H 3W2, phone # 604-786-2452, will be the designated speaker.

Respectfully submitted,

Diane Gillis

President

Kingsway Imperial Neighbourhood Association - KINA

604-786-2452

Copy: City Manager
Mayor's Office



COUNCIL MEETING MINUTES

Monday, 2015 November 23

An Open meeting of the City Council was held in the Council Chamber, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Monday, 2015 November 23 at 6:00 p.m. followed immediately by a Closed meeting from which the public was excluded. At the conclusion of the 'Closed' meeting, the 'Open' meeting was reconvened at 7:02 p.m. in the Council Chamber.

1. CALL TO ORDER

PRESENT: His Worship, Mayor D. Corrigan
Councillor P. Calendino
Councillor S. Dhaliwal
Councillor C. Jordan
Councillor A. Kang
Councillor P. McDonell
Councillor N. Volkow
Councillor J. Wang

ABSENT: Councillor D. Johnston (*due to injury*)

STAFF: Mr. B. Moncur, City Manager
Mr. C. Turpin, Deputy City Manager
Mr. L. Chu, Deputy City Manager
Mr. L. Pelletier, Director Planning and Building
Mr. L. Gous, Director Engineering
Ms. D. Jorgenson, Director Finance
Mr. D. Ellenwood, Director Parks, Recreation & Cultural Services
Ms. M. Leung, City Solicitor
Ms. K. O'Connell, Deputy City Clerk
Ms. B. Zeinabova, Administrative Officer

MOVED BY COUNCILLOR P. MCDONELL

SECONDED BY COUNCILLOR P. CALENDINO

THAT the Open Council meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Council meeting reconvened in the Council Chamber at 7:02 p.m.

2. PRESENTATIONS

- A) 2015 City of Burnaby Christmas Card Design Contest Winners**
Joyce Jin - École Marlborough Elementary School
Karan Joshi - Twelfth Avenue Elementary School
Rebecca Yang - École Aubrey Elementary School

His Worship, Mayor Derek Corrigan congratulated the 2015 City of Burnaby Christmas Card Design Contest Winners: Joyce Jin from École Marlborough Elementary School, Rebecca Yang from the École Aubrey Elementary School and Karen Joshi from the Twelfth Avenue Elementary School. His Worship presented each winner with a gift bag and commended them for their creative submission that embodied the warmth of the holidays and the Christmas spirit.

Council acknowledged the attendance of School Trustee, Ms. Katrina Chen and Ms. Shairoz Merani, Principal of the École Aubrey Elementary.

3. PROCLAMATIONS

- A) Buy Local Week (2015 November 30 - December 06)**

His Worship, Mayor Derek Corrigan proclaimed 2015 November 30 - December 06 as "Buy Local Week" in the City of Burnaby.

- B) GIS Day (2015 November 18)**

Councillor C. Jordan, on behalf of His Worship, Mayor Derek Corrigan, proclaimed 2015 November 18 as "GIS Day" in the City of Burnaby.

- C) Jersey Day (2015 November 20)**

Councillor J. Wang, on behalf of His Worship, Mayor Derek Corrigan proclaimed 2015 November 20 as "Jersey Day" in the City of Burnaby.

4. MINUTES

- A) Open Council Meeting held 2015 November 09**

MOVED BY COUNCILLOR A. KANG
SECONDED BY COUNCILLOR P. MCDONELL

THAT the minutes of the Open meeting held on 2015 November 09 be adopted.

CARRIED UNANIMOUSLY

5. DELEGATIONS

MOVED BY COUNCILLOR P. CALENDINO
SECONDED BY COUNCILLOR P. MCDONELL

THAT the delegation be heard.

CARRIED UNANIMOUSLY

A) Wei Qiao Zhang
Re: 3759 Peter Street
Speaker: Wei Qiao Zhang

Mr. Wei Qiao Zhang, 3759 Peter Street, Burnaby, appeared before Council to speak to the proposed Notice on Title (see Manager's Report 8.(6)). Mr. Zhang advised he has an accepted offer on his property and has disclosed all concerns with the future owner he requested that a Notice on Title not be filed as the outstanding issues will soon be resolved.

Members of Council and the City Solicitor advised Mr. Zhang that a Notice on Title is filed to protect all future buyers from issues the City has been made aware of, and the removal of such notice is possible upon the resolution of the items identified in the related planning report. The City Solicitor undertook to provide Mr. Zhang with the cost estimates of removing a Notice on Title.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. CALENDINO

1. THAT Manager Report Item 8(6) - 3759 Peter Street, Burnaby, BC be brought forward for consideration at this time.

CARRIED UNANIMOUSLY

6. 3759 PETER STREET, BURNABY, BC
LOT 10, DL 150, NWP PLAN 1357

The City Manager submitted a report from the Director Planning and Building to request a Council resolution to file a Notice in the Land Title Office pursuant to Section 57 of the Community Charter, with respect to a property in contravention of City Bylaws.

The City Manager recommended:

1. THAT Council direct the City Clerk to file a Notice in the Land Title Office against title to the subject property stating that:

- a) a resolution relating to the land has been made under Section 57 of the Community Charter; and,
- b) further information respecting the resolution may be inspected at the offices of the City Clerk, City of Burnaby.

2. THAT a copy of this report be sent to the owner:

Wei Q. Zhang
3759 Peter Street
Burnaby, BC V5J 1N5

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. CALENDINO

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

Normal order of the agenda resumed.

6. CORRESPONDENCE

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR A. KANG

THAT the correspondence be received.

CARRIED UNANIMOUSLY

A) Correspondence from Burnaby Gogos
Re: Swags & Bags Sale - Request to Post Signs

MOVED BY COUNCILLOR N. VOLKOW
SECOND BY COUNCILLOR P. CALENDINO

THAT Council grant permission to Burnaby Gogos to temporarily place signs on street boulevards to promote the annual Swags & Bags Sale.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR A. KANG

THAT Council do now resolve itself into a Committee of the Whole.

CARRIED UNANIMOUSLY

7. REPORTS**A) His Worship, Mayor Derek R. Corrigan
Re: Acting Mayor Appointments - 2016**

His Worship, Mayor Derek Corrigan submitted a report seeking Council approval of the 2016 Acting Mayor appointments.

His Worship, Mayor Derek Corrigan recommended:

1. THAT the following Council members be appointed as Acting Mayor for the months indicated in 2016:

January	Councillor Anne Kang
February	Councillor Paul McDonell
March	Councillor Nick Volkow
April	Councillor James Wang
May	Councillor Pietro Calendino
June	Councillor Sav Dhaliwal
July	Councillor Dan Johnston
August	Councillor Colleen Jordan
September	Councillor Anne Kang
October	Councillor Paul McDonell
November	Councillor Nick Volkow
December	Councillor James Wang

MOVED BY COUNCILLOR C. JORDAN

SECONDED BY COUNCILLOR N. VOLKOW

THAT the recommendation of His Worship, Mayor Derek Corrigan be adopted.

CARRIED UNANIMOUSLY

**B) City Clerk
Re: Certificate of Sufficiency
2016 Utilities Driven & Resident Initiated Local Area Services**

The City Clerk submitted a Certificate of Sufficiency for Resident Initiated Local Area Services, those sufficient include: 1) 16-106 Roadworks – 7700-7800 Mayfield Avenue, Canada Way to Sixth Street, 2) 16-405 Street Lighting – 770-7800 Mayfield Avenue, Canada Way to Sixth Street, 3) 16-602 Lane Paving – Lane off Dow Avenue, Rumble Street to Southwood Street.

The City Clerk recommended:

1. THAT Council receive the City Clerk's Certificate of Sufficiency covering the 2016 Utilities Driven and Resident Initiated Local Area Services projects.
2. THAT on receipt of the successful petitions, the City Solicitor prepare a Local Area Service Construction Bylaw for the successful projects.
3. THAT on receipt of the successful petitions, the City Solicitor prepare a Local Improvement Fund Expenditure Bylaw for the successful projects.
4. THAT the owners of the properties on the petitions be advised of the outcome.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR A. KANG

THAT the recommendations of the City Clerk be adopted.

CARRIED UNANIMOUSLY

C) Environment Committee
Re: 2016 Environmental Awards Program

The Environment Committee submitted a report to Council to seek approval for the 2016 Environmental Awards Program call for nominations and an expenditure for promotion and advertising. Nominations will open for this award on Monday 2016 January 16.

The Environment Committee recommended:

1. THAT Council approve the call for nominations for the 2016 Environmental Awards Program.
2. THAT Council approve an expenditure of \$2,500 from the Boards, Committees and Commissions' operating budget for promoting and advertising the Environmental Awards Program call for nominations.

MOVED BY COUNCILLOR A. KANG
SECONDED BY COUNCILLOR S. DHALIWAL

THAT the recommendations of the Environment Committee be adopted.

CARRIED UNANIMOUSLY

**D) Financial Management Committee
Re: 2016 Waterworks Utility Rates**

The Financial Management Committee submitted a report to Council to request approval for a 2% increase to the Waterworks Utility rates. Council noted the 2016 rate increase is the smallest in recent years.

The Financial Management Committee recommended:

1. THAT Council approve the amendment of the Burnaby Waterworks Regulation Bylaw to provide for the water rates contained in Schedule C as outlined in Section 3.0 of this report, and Bylaw amendments as outlined in Section 4.0 of this report effective 2016 January 01.

MOVED BY COUNCILLOR C. JORDAN
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

**E) Financial Management Committee
Re: 2016 Sanitary Sewer Rates**

The Financial Management Committee submitted a report to Council to request approval for a 1.5% increase to the 2016 Sanitary Sewer rates. Council noted the 2016 rate increase is the smallest in recent years. Staff advised Council that a review of sewer rates is anticipated to occur and be brought to Council for consideration in 2016.

The Financial Management Committee recommended:

1. THAT Council approve the amendment of the Burnaby Sewer Bylaw Parcel Tax Bylaw 1994, and the Burnaby Sewer Charge Bylaw 1961, to reflect the 2016 rates found in Schedule C and the Bylaw amendments as outlined in Section 4.0 of this report, effective 2016 January 01.

MOVED BY COUNCILLOR C. JORDAN
SECONDED BY COUNCILLOR P. CALENDINO

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

F) Planning and Development Committee
Re: Gilmore Station Conceptual Master Plan - Brentwood
Town Centre

The Planning and Development Committee submitted a report to Council to seek endorsement of the preliminary concepts and vision for the Gilmore Station area in the Brentwood Town Centre, as a basis for receiving community input. The Gilmore Station Conceptual Master Plan is anticipated to fully integrate work, live and play amenities in the Brentwood Town Centre.

The Planning and Development Committee recommended:

1. THAT Council endorse the preliminary concepts and vision for the Gilmore Station area in the Brentwood Town Centre, as a basis for receiving community input, as outlined in this report.
2. THAT Council authorize staff to undertake a public consultation process to receive public input on the preliminary concepts and vision for the Gilmore Station area in the Brentwood Town Centre, as outlined in this report.

MOVED BY COUNCILLOR C. JORDAN
SECONDED BY COUNCILLOR J. WANG

THAT the recommendations of the Planning and Development Committee be adopted.

CARRIED UNANIMOUSLY

G) Planning and Development Committee
Re: Community Benefit Bonus Housing Fund Policy - City
Land Program for Non-Market Housing Projects

The Planning and Development Committee submitted a report to Council bringing the Community Benefit Bonus Housing Fund Policy and City Land Program for Non-Market Housing report forward to the Open Council meeting for public information. The Community Benefit Bonus Housing Fund Policy and the City Land Program for Non-Market Housing were approved at a Closed Council meeting held on 2015 November 09.

The Planning and Development Committee recommended:

1. THAT this report be received for information.

MOVED BY COUNCILLOR C. JORDAN
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the Planning and Development Committee be adopted.

CARRIED UNANIMOUSLY

H) City Manager's Report, 2015 November 23

8. MANAGER'S REPORTS

1. STONEY CREEK CULVERT AND CREEK REHABILITATION PROJECT

The City Manager submitted a report to Council from the Director Engineering to inform Council on the need and timing of undertaking the Stoney Creek Culvert and Creek Rehabilitation Project, the release of sediment to the receiving environment and the follow-up remedial measures undertaken to minimize downstream impacts to Stoney Creek.

Council noted this report responds to and outlines the impacts of an accident and subsequent slope failure that occurred during the replacement of a culvert at Stoney Creek, and the response taken by staff to minimize and mitigate any public safety risk.

The City Manager recommended:

1. THAT this report be received for information.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the City Manager be adopted

CARRIED UNANIMOUSLY

**2. CONTRACT AWARD
2016 GILPIN STREET UPGRADE**

The City Manager submitted a report from the Director Finance to obtain Council approval to award a contract for the Engineering design and construction administrative services for the 2016 Gilpin Street Upgrade project.

The City Manager recommended:

1. THAT Council approve a contract award to Web Engineering Ltd. for a total cost of \$259,409.70 including GST in the amount of \$12,352.70 as outlined in this report.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

3. 2015 NOVEMBER - PARKS, RECREATION & CULTURAL SERVICES CAPITAL FUNDING BYLAW

The City Manager submitted a report from the Director Parks, Recreation and Cultural Services to request to bring forward a bylaw to appropriate \$230,280 from Capital Reserves to finance three projects: Burnaby Village Museum, Burnaby Art Gallery and Kensington Pitch and Putt.

The City Manager recommended:

1. THAT a bylaw be brought forward to appropriate \$230,280 (inclusive of GST) from Capital Reserves to finance three projects.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

4. 2016 COUNCIL MEETING, COMMITTEE MEETING AND PUBLIC HEARING SCHEDULES

The City Manager submitted a report from the City Clerk to set the meeting dates for Regular Council meetings, Committee meetings and Public Hearings for 2016.

The City Manager recommended:

1. THAT Council approve the Council, Committee, and Public Hearing meeting schedules for 2016 as set out in Appendix 'A', 'B' and 'C' of this report.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the City Manager be adopted.

- AMENDED

MOVED BY COUNCILLOR P. CALENDINO
SECONDED BY COUNCILLOR A. KANG

THAT Council **AMEND** the Public Safety Committee meeting dates as follows:

- 2016 JULY 14 changed to 2016 JUNE 09
- 2016 OCTOBER 13 changed to 2016 NOVEMBER 10

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR N. VOLKOW

That the report be approved as AMENDED.

CARRIED UNANIMOUSLY

5. 2016 TRANSIT SERVICE MODIFICATION PROPOSALS IN BURNABY

The City Manager submitted a report from the Director Planning and Building to brief Council on the proposed bus network and service changes in Burnaby outlined in the 2016-2017 TransLink Service Change Program.

Council directed staff to submit the report to TransLink and request a response to determine if further Council action is required.

The City Manager recommended:

1. THAT Council request that TransLink amend their proposal for Route 160 so that it originates at Kootenay Loop rather than Brentwood Mall, to provide more consistent local service on Hastings Street.
2. THAT Council authorize the use of Wilson Avenue, between Central Boulevard and Beresford Street by transit buses as outlined in this report.
3. THAT a copy of this report be sent to Mr. Dan Freeman, Manager, Transit Network Management, TransLink.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR N. VOLKOW

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**6. 3759 PETER STREET, BURNABY, BC
LOT 10, DL 150, NWP PLAN 1357**

This item was dealt with previously under Delegation, Item 5(A).

**7. BUILDING PERMIT TABULATION REPORT NO. 10
FROM 2015 OCTOBER 01 - 2015 OCTOBER 31**

The City Manager submitted a report from the Director Planning and Building to provide Council with information on construction activity as reflected by the building permits that have been issued for the subject period.

The City Manager recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**8. REZONING REFERENCE #14-18
PROPOSED SINGLE FAMILY RESIDENCE**

The City Manager submitted a report from the Director Planning and Building to seek Council authorization to forward this application to a Public Hearing on 2016 January 26.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2015 December 14 and to a Public Hearing on 2016 January 26 at 7:00 p.m.
2. THAT the following be established as prerequisites to the completion of the rezoning:
 - a) The submission of a suitable plan of development.

- b) The deposit of sufficient monies including a 4% Engineering Inspection Fee to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.
- c) The registration of a Section 219 Covenant requiring the land to be developed in accordance with the approved building and landscape plans.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR J. WANG

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

9. REZONING REFERENCE #15-24
PROPOSED THREE LOT RESIDENTIAL SUBDIVISION

The City Manager submitted a report from the Director Planning and Building to seek Council authorization to forward this application to a Public Hearing on 2016 January 26.

The City Manager recommended:

1. THAT a Rezoning Bylaw be advanced to First Reading on 2015 December 14, and to a Public Hearing on 2016 January 26 at 7:00 p.m.
2. THAT the following be established as prerequisites to the completion of the rezoning:
 - a) The submission of a suitable plan of development, including the completion of the necessary subdivision.
 - b) The deposit of sufficient monies including a 4% Engineering Inspection Fee to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to
 - c) City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.

- d) The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development, and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- e) The dedication of any rights-of-way deemed requisite.
- f) A Letter of Undertaking to offer to renew or upgrade fencing adjacent to the lane for the property owners of 7670 Formby Street and 7671 Ulster Street, with bonding if accepted, is required.
- g) The granting of a Section 219 covenant to ensure that no vehicular access is to be taken via Canada Way.
- h) The granting of a Section 219 covenant to ensure that the conditions outlined in "Schedule B" of the Certificate of Compliance issued on 2013 July 23 have been met.
- i) Release of Restrictive Covenant Filing No. CA3321800 on Title.
- j) The pursuance of Storm Water Management Best Practices in line with established guidelines.
- k) Submittal of a tree survey and arborist report, and issuance of a Tree Cutting Permit as required.
- l) The deposit of the applicable Parkland Acquisition Charge.
- m) The deposit of the applicable School Site Acquisition Charge.
- n) The deposit of the applicable GVS & DD Sewerage Charge.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR N. VOLKOW

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**10. STRATA TITLE APPLICATION #15-04
6738 MARLBOROUGH AVENUE**

The City Manager submitted a report from the Director Planning and Building to obtain Council authority for strata titling of an existing occupied four unit multi-family dwelling.

The City Manager recommended:

1. THAT Strata Titling of 6738 Marlborough Avenue be approved subject to complete satisfaction of the Guidelines for Conversion of existing and occupied four unit multi-family dwelling into Strata Title Units.

MOVED BY COUNCILLOR N. VOLKOW

SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**11. SITING APPROVAL #15-107
7148 SEVENTEENTH AVENUE (QUAN)
BUILDING PERMIT FOR NEW SINGLE-FAMILY DWELLING
EDMONDS TOWN CENTRE PLAN (SUB-AREA 2)**

The City Manager submitted a report from the Director Planning and Building to inform Council of an application to construct a new single-family dwelling in the Edmonds Town Centre.

The City Manager recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR N. VOLKOW

SECONDED BY COUNCILLOR A. KANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

12. REZONING APPLICATIONS

The City Manager submitted a report from the Director Planning and Building regarding the current series of new rezoning applications.

Item #01 Application for the Rezoning of:
Rez #15-26 Schedule A (*attached*)

From: RM3 Multiple Family Residential District and CD Comprehensive Development District (based on RM3 Multiple Family Residential District)

To: CD Comprehensive Development District (based on the RM5s Multiple Family Residential District and Metrotown Town Centre Development Plan as guidelines)

Address: 6668, 6688, 6710/6712, 6730 Dunblane Avenue and 6661, 6687, 6709 Marlborough Avenue

Purpose: To permit the construction of a single high-rise apartment building with townhouses fronting Dunblane and Marlborough Avenues.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR N. VOLKOW

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #02 Application for the Rezoning of:
Rez #15-40 Lot 6 Except: Part Subdivided By Plan 40102 Of DL 125, Group 1, NWD Plan 12069; Lot 7 Except: Part Subdivided By Plan 40102 Of DL 125, Group 1, NWD Plan 12069; Lot 1 Except: Parcel "A" (Explanatory Plan 9289), DL 125, Group 1, NWD Plan 5139

From: M2 General Industrial District

To: CD Comprehensive Development District (based on RM5s Multiple Family Residential District, C1 Neighbourhood Commercial District and Brentwood Town Centre Development Plan as guidelines)

Address: 2360/2390 Douglas Road and 5343 Goring Street

Purpose: To permit the construction of two high-rise residential apartment buildings and townhouse or live/work units with below grade and above grade parking.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR C. JORDAN

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #03 Application for the rezoning of:
Rez #15-41 Lot 1, Block 15, DL 116, NWD Plan 1236

From: RM3 Multiple Family Residential District

To: CD Comprehensive Development District (based on RM2 Multiple Family Residential District and Hastings Street Area Plan guidelines)

Address: **3810 Pender Street**

Purpose: To permit the construction of a multi-family residential building.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR A. KANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #04 Application for the Rezoning of:
Rez #15-42 Lot 2, DL 71, Group 1, NWD Plan LMP31089

From: CD Comprehensive Development District (based on M8 Advanced Technology District)

To: Amended CD Comprehensive Development District (based on M8a Advanced Technology District and Discovery Place Community Plan guidelines)

Address: **3500 Gilmore Way**

Purpose: To permit high technology, business and professional office uses.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR A. KANG
SECONDED BY COUNCILLOR J. WANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #05 Application for the rezoning of:
Rez #15-43 Lot 2, DL 71, Group 1, NWD Plan LMP21978

From: CD Comprehensive Development District (based on M8 Advanced Technology District)

To: Amended CD Comprehensive Development District (based on M8a Advanced Technology District and Discovery Place Community Plan guidelines)

Address: **3650 Gilmore Way**

Purpose: To permit high technology, business and professional office uses.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR A. KANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #06 Application for the Rezoning of:
Rez #15-44 Common Property Strata Plan BCS4270

From: CD Comprehensive Development District (based on M5 Light Industrial District)

To: Amended CD Comprehensive Development District (based on M5 Light Industrial District, P2 Administration and Assembly District and Big Bend Development Plan guidelines)

Address: **4300 North Fraser Way**

Purpose: To permit the installation of a 20 m (65.62 ft.) shrouded monopole antenna with accessory equipment.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR P. MCDONELL

SECONDED BY COUNCILLOR P. CALENDINO

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #07 Application for the Rezoning of:
Rez #15-45 Lot "E", DL 157, Group 1, NWD Plan 17955

From: R2 Residential District

To: R2a Residential District

Address: **4736 Rumble Street**

Purpose: To permit a residential development with a total gross floor area beyond that permitted under the current R2 Residential District zoning.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of

development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR P. CALENDINO
SECONDED BY COUNCILLOR P. MCDONELL

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #08 Application for the rezoning of:
Rez #15-46 Lot 23, Block 3, DL 13, Group 1, NWD Plan 3046

From: R3 Residential District

To: R3a Residential District

Address: **8526 Eleventh Avenue**

Purpose: To permit a residential development with a total gross floor area beyond that permitted under the current R3 Residential District zoning.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR A. KANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Item #09 Application for the Rezoning of:
Rez #15-47 Lot "A", Block 8, DL 28, Group 1, NWD Plan 627; Lot 9, Block 8, DL 28, Group 1, NWD Plan 627

From: C4 Service Commercial District and R5 Residential District

To: CD Comprehensive Development District (based on RM3 Multiple Family Residential District and Sixth Street Area Plan as guidelines)

Address: **7477 Sixth Street and 7874 Seventeenth Avenue**

Purpose: To permit the construction of a multi-family residential development.

The City Manager recommended:

1. THAT the Planning and Building Department be authorized to continue to work with the applicant towards the preparation of a suitable plan of development for presentation to a Public Hearing on the understanding that a more detailed report will be submitted at a later date.

MOVED BY COUNCILLOR A. KANG

SECONDED BY COUNCILLOR P. CALENDINO

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR P. MCDONELL

SECONDED BY COUNCILLOR P. CALENDINO

THAT the Committee now rise and report.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR P. CALENDINO

SECONDED BY COUNCILLOR A. KANG

THAT the report of the Committee be now adopted.

CARRIED UNANIMOUSLY

9. **BYLAWS**

First, Second and Third Reading

- | | | |
|----|--|-------|
| A) | Burnaby Temporary Financing Bylaw 2016 | 13542 |
| B) | Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 27, 2015 | 13543 |
| C) | Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 28, 2015 | 13544 |
| D) | Burnaby Highway Closure Bylaw No. 5, 2015
(Road Closure #15-02) | 13545 |

MOVED BY COUNCILLOR A. KANG
SECONDED BY COUNCILLOR N. VOLKOW

THAT Bylaw No.13542, 13543, 13544 and 13545 be now introduced and read three times.

CARRIED UNANIMOUSLY

Consideration and Third Reading

- E) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 9, 2015 13455
- Rez. #12-07 (1735/63 Douglas Road and Portion of 1710
Gilmore Avenue)

MOVED BY COUNCILLOR A. KANG
SECONDED BY COUNCILLOR P.CALENDINO

THAT Bylaw No. 13455 be now read a third time.

CARRIED UNANIMOUSLY

Reconsideration and Final Adoption

- F) Burnaby Inter-Municipal Business Licence Agreement Bylaw 2015 13524
- G) Burnaby Inter-Municipal Business Licence Bylaw 2013, 13525
Amendment Bylaw No. 1, 2015
- H) Burnaby Animal Control Bylaw 1991, Amendment Bylaw 13541
No.1, 2015

MOVED BY COUNCILLOR A. KANG
SECONDED BY COUNCILLOR P. CALENDINO

THAT Bylaw No. 13524, 13525 and 13541 be now reconsidered and Finally Adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

10. NEW BUSINESS

Olympic Committee President Appointment

Ms.Tricia Smith of the Lower Mainland, has been elected as President of the Canadian Olympic Committee.

MOVED BY COUNCILLOR N. VOLKOW
SECONDED BY COUNCILLOR P. MCDONELL

THAT a letter of congratulations be sent by the Mayor on behalf of Council to the newly elected President of the Canadian Olympic Committee, Ms. Tricia Smith.

CARRIED UNANIMOUSLY

Edmonds Festival of Lights

Reminder that the Annual Edmonds Festival of Lights is taking place on 2015 November 28 from 2p.m. – 5p.m. at the Edmonds Community Centre.

Fireworks Safety Concerns

Councillor C. Jordan referenced items A,B and C from the Council Correspondence Package dated 2015 November 19 regarding fireworks safety. Arising from discussion, Councillor C. Jordan was granted leave of Council to introduce the following motion:

MOVED BY COUNCILLOR C. JORDAN
SECONDED BY COUNCILLOR N. VOLKOW

1. THAT all correspondence related to fireworks safety be **REFERRED** to the Public Safety Committee for consideration and review; and
2. THAT a staff report be brought forward to the Public Safety Committee that compares fireworks policies in the surrounding municipalities.

CARRIED UNANIMOUSLY

11. INQUIRIES

There were no inquiries brought before Council at this time.

12. ADJOURNMENT

MOVED BY COUNCILLOR P. MCDONELL
SECONDED BY COUNCILLOR C. JORDAN

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open meeting of Council adjourned at 8:46 p.m.

Confirmed:

Certified Correct:

MAYOR

DEPUTY CITY CLERK

DRAFT



PUBLIC HEARING MINUTES

Tuesday, 2015 November 24

A Public Hearing (Zoning) was held in the Council Chamber, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Tuesday, 2015 November 24 at 7:00 PM.

CALL TO ORDER

PRESENT: His Worship, Mayor D. Corrigan
 Councillor P. Calendino
 Councillor S. Dhaliwal
 Councillor C. Jordan
 Councillor A. Kang
 Councillor P. McDonell
 Councillor N. Volkow
 Councillor J. Wang

ABSENT: Councillor D. Johnston (*due to injury*)

STAFF: Mr. L. Pelletier, Director Planning and Building
 Mr. E. Kozak Assistant Director Current Planning
 Ms. M. Leung, City Solicitor
 Ms. K. O'Connell, Deputy City Clerk
 Ms. E. Prior, Administrative Officer

The Public Hearing was called to order at 7:01 p.m.

MOVED BY COUNCILLOR P. CALENDINO
SECONDED BY COUNCILLOR A. KANG

THAT the Public Hearing do now recess.

CARRIED UNANIMOUSLY

The meeting recessed at 7:04 pm.

MOVED BY COUNCILLOR P. CALENDINO
SECONDED BY COUNCILLOR A. KANG

THAT the Public Hearing do now reconvene.

CARRIED UNANIMOUSLY

The meeting reconvened at 7:15 p.m.

ZONING BYLAW AMENDMENTS

1) **BURNABY ZONING BYLAW 1965,
 AMENDMENT BYLAW NO. 35, 2015 – BYLAW NO. 13531**

Rez. #15-01

6750 Dunblane Avenue, 5025 Imperial Street and 6729/6789 Marlborough Avenue

From: RM3 Multiple Family Residential District

To: CD Comprehensive Development District (based on the RM5s Multiple Family Residential District, C2 Community Commercial District, Metrotown Town Centre Development Plan as guidelines, and in accordance with the development plan entitled “Marlborough Multi-Family” prepared by Chris Dikeakos Architects Inc.)

The purpose of the proposed zoning bylaw amendment is to permit a 27-storey apartment building with street-oriented townhouses on Marlborough Avenue and live-work townhouse units with flats above on Imperial Street.

The Advisory Planning Commission advised it supports the rezoning application.

Sixteen letters were received in response to the proposed bylaw amendment.

OPPOSED:

Peg Lalor, 3544 Naples Way, Vancouver
Dave Dumaresq, 6187 McKenzie Street, Vancouver
Jacqueline Hardy, 7615 Coldicutt Street, Burnaby
Avalon Findlay, Address Not Provided
Shirley Sinclair, 5430 Portland Street, Burnaby
John Eddy, 209-6425 Silver Avenue, Burnaby
Kurt Ward-Theiss, 4879 Albert Street, Burnaby
David Waterlow, 302-5250 Victoria Street, Burnaby
Alexander Daughtry, 1320 Salisbury Drive, Vancouver

Scott Gentes, 308-6622 Willingdon Avenue, Burnaby
Murray Martin, 1403-7235 Salisbury Avenue, Burnaby
Franca Zumpano, 1583 Springer Avenue, Burnaby
Helen Ward, 4819 Albert Street, Burnaby
K. Mezei, 304 North Delta Ave, Burnaby
J. Jordan, 1102-4194 Maywood Street, Burnaby
J. McLean, 1102-4194 Maywood Street, Burnaby

The following speakers appeared before Council in support or opposition to the proposed bylaw amendment.

Alan Lee, 805-2138 Madison Ave, Burnaby, spoke in opposition to the rezoning application. Mr. Lee expressed concern regarding the loss of affordable housing in the neighbourhood.

David Miller, 208-6650 Dublaine Ave, Burnaby, spoke in opposition to the rezoning application. Mr. Miller shared concerns regarding the loss of affordable housing, the impact on families that live in buildings that will be displaced and the unaffordability of new housing stock.

Melissa Van Dyke, 108-5055 Imperial Street, Burnaby, spoke in opposition to the rezoning application. Ms. Van Dyke shared her concerns regarding the loss of low income rental properties and subsequent loss of socio-economic diversity in the neighbourhood.

Simeran Singh, 7112 Gray Avenue, Burnaby, spoke in opposition to the rezoning application. Ms. Singh shared her concerns regarding the displacement of families, and loss of affordable housing stock, and the inaccessibility of the Burnaby Tenancy Assistance Policy.

Ivan Drury, 7006 Kensington Ave, Burnaby, spoke in opposition to the rezoning application. Mr. Drury shared concerns regarding the destruction and loss of affordable rental apartments and development of unaffordable units. Mr. Drury requested a moratorium on the demolition of existing affordable housing.

Zainab Amini, 5025 Imperial Avenue, Burnaby, appeared on behalf of her mother, who relies on family members, the medical facilities in the neighbourhood and cannot afford to relocate to another area.

Wanda Mulholland, 7476 13th Ave, Burnaby, appeared on behalf of the Burnaby Task Force on Homelessness and spoke in opposition to the rezoning application. Ms. Mulholland requested anti-demolition and affordable unit replacement policies to address the loss of affordable housing in Burnaby.

Gabriele Cocco, 5251 Broadway Street, Burnaby spoke in opposition to the rezoning, as he sees no benefit from the rezoning and development.

MOVED BY COUNCILLOR S. DHALIWAL
SECONDED BY COUNCILLOR N. VOLKOW

THAT this Public Hearing for Rez. #15-01, Bylaw #13531 be terminated.

CARRIED UNANIMOUSLY

**2) BURNABY ZONING BYLAW 1965,
 AMENDMENT BYLAW NO. 31, 2015 – BYLAW NO. 13527**

Rez. #12-21

1846, 1876, and 1904 Gilmore Avenue

From: M1 Manufacturing District and M2 General Industrial District

To: CD Comprehensive Development District (based on RM5s Multiple Family Residential District and Brentwood Town Centre Development Plan as guidelines and in accordance with the development plan entitled “1846, 1876 & 1904 Gilmore Avenue, Proposed Residential Development Gilmore Avenue, Burnaby, B.C.” prepared by Chris Dikeakos Architects Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a high-rise apartment tower over a ground oriented townhouse and amenity podium.

The Advisory Planning Commission advised it supports the rezoning application.

Eleven letters were received in response to the proposed bylaw amendment.

OPPOSED:

Sue Garbe, 2402-4132 Halifax Street, Burnaby
Jurgen Wolter, 3505-4189 Halifax Street, Burnaby
George Chang, 1001-4132 Halifax Street, Burnaby
Kevin O'Mahony, 2505-4189 Halifax Street, Burnaby
Eddie Fok, 4132 Halifax Street, Burnaby
Isabella Ma, 22-2345 Madison Avenue, Burnaby
Alessio Cippiciani, 2404-4132 Halifax Street, Burnaby
Nadia Cippiciani, 5310 Schou Street, Burnaby
Desiree Bryce, 1604-4132 Halifax Street, Burnaby
Nickolas Kvenich, 2008-4132 Halifax Street, Burnaby
Lily Cheung, 1202-4132 Halifax Street, Burnaby

The following speakers appeared before Council in support or opposition to the proposed bylaw amendment.

Scott Ruddy, 1408-4132 Halifax Street, Strata President of the Marquis Grand spoke in opposition to the rezoning application. Mr. Ruddy shared concerns regarding: construction related traffic, crime, noise, dust and waste; traffic speed and lack of calming devices in the area, close proximity of the building, impact of temporary driveways on current residents, the lack of a community policing station to address rising crime issues, lack of other community amenities such as a community centre, loss of view and privacy.

Ray Ellingson, 1202-4132 Halifax Street spoke in opposition to the rezoning application. Mr. Ellingson shared concerns regarding: loss of independent businesses in the neighbourhood, close proximity of the building to existing high-rises, loss of local jobs, loss of quality of life, loss of existing views, loss of privacy, loss of western view and western direct sunlight and decreased property value. Mr. Ellingson requested that Council consider a low-rise mixed residential development.

Adrian Rusu, 1208-1432 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Rusu shared concerns regarding: suspected violations of the Burnaby Zoning Bylaw, loss of views, inadequate access to light/air, parking challenges, traffic congestion, overcrowding of the area, lack of distance between existing buildings and proposed development. A power point presentation provided by Mr. Rusu was accepted by Council as part of the Public Hearing.

Councillor P. Calendino retired from the Council Chamber at 8:11 p.m.

Councillor P. Calendino returned to the Council Chamber at 8:19 p.m.

Claudia Cippiciani, 2404-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Ms. Cippiciani highlighted three main points of opposition: 1) non-conformity to the OCP, 2) incompatibility to adjacent land and maintenance of industrial and commercial opportunities, and 3) lack of suitability to accommodate the proposed density. Ms. Cippiciani shared concerns regarding: OCP violations, height of the building, size of the lot to accommodate the proposed development, impacts of large scale excavation on 4132 Halifax Street as the building is already structurally compromised, loss of diverse housing options to accommodate families, lack of medium density options, environmental and contamination issues, loss of neighbourhood character and decreased property values. Ms. Cippiciani urged Council to review the development and proposed rezoning while considering the objectives of the OCP.

Steve St-Onge, 2404-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. St-Onge shared his concerns regarding the loss of

existing housing stock and the unsuitability of the lot to accommodate the proposed development. Mr. St-Onge believes the proposed rezoning application to be against the Burnaby Zoning Bylaw.

Richard Haddon, 2202-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Haddon shared concerns regarding the loss of evening sun due to the close proximity of the new building, lack of street separation between buildings, loss of privacy, traffic congestion and traffic safety. Mr. Haddon requested that the project be delayed until after the second Avira building is complete and that Council consider moving the high-rise to a more appropriate location.

Adam Radziwon, 2604-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Radziwon shared concerns regarding: traffic congestion, loss of view, close proximity to proposed building, increase in crime, loss of privacy, negative impacts of construction (dust and noise), loss of property value, loss of light, issues with existing and proposed entrances to residential buildings, concerns with foundations and slope construction on building stability.

David Jarvis, 1701-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Jarvis shared concerns regarding: suitability of the lot to accommodate a development of the proposed size, loss of jobs in the area, loss of industry, loss of views, close proximity of the proposed building, lack of parking options, concerns with parking issues and overflow onto Halifax Street, potential for increased car accidents and related injuries. Mr. Jarvis supports development but urged Council to develop Burnaby responsibly. Mr. Jarvis is concerned that the new units will not be sale-able and will sit empty.

**Councilor McDonell retired from the Council Chamber at 9:07 p.m. **

Councillor McDonell returned to the Council Chamber at 9:08 p.m.

Aldo Porra, 601-41321 Halifax Street, Burnaby, spoke in opposition to the rezoning application for the same reasons mentioned by previous speakers.

Nickolas Kvenich, 2008-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Kvenich shared concerns regarding: increased crime from urban sprawl, loss of view, loss of property value and sale-ability of the existing units and ones yet to be built and loss of pride in building.

Mathew Johnston, 2102-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Johnston shared concerns regarding: the size, scale and proximity of the development, unsustainable growth, lack of consideration for the well-being of residents and workability of the city, supports the concerns of previous speakers.

Eddi Lee, 901-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Lee agreed with previous speakers and shared his concerns regarding: lack of public consultation/process with existing residents, loss of property value, increased traffic, decreased safety of residents and loss of enjoyment of life.

Sabreena Modder, 1803-4132, Halifax Street, Burnaby, spoke in opposition to the rezoning application. Ms. Modder shared concerns regarding: loss of view, increase in crime, contravention of the original Brentwood Development Plan and Burnaby bylaws, height of the building, proximity to existing buildings, traffic issues, loss of sunlight, loss of house pride, impact on existing compromised foundation, lack of sleep due to construction, loss of independent businesses, loss of housing and neighbourhood diversity.

Joyce Lole, 1605-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Ms. Lole shared concerns regarding the loss of local businesses and crime due to overcrowding.

Jenny Johnston, 2102-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Ms. Johnston thoroughly investigated the development plans for the area prior to purchasing and this high rise was not identified in the plans. Ms. Johnston shared concerns regarding: the height of the building, increased vacancy rate and empty condos and resulting crime, size of the property to accommodate the proposed development and decrease of quality of life.

Imroz Rupani, 2101-4132 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Mr. Rupani shared concerns regarding: the size of the property and its ability to accommodate the proposed development, close proximity of the development to existing high-rises and lack of Council's understanding regarding the impact of the rezoning on the community.

Martin Tanick, 2601-4231 Halifax Street, Burnaby, who recently sold his property, spoke in opposition to the rezoning application. Mr. Tanick shared his concerns regarding the the height/size/scale, and proximity of the building.

Richard Bernstein, representative of Chris Dikeakos Architects Inc. appeared before Council to address concerns raised by previous speakers regarding the distance between the buildings and clarified that the distance between 4231 Halifax Street and the proposed tower would be 135 -140 ft and that the building has been offset on the property to limit the impact on sightlines of surrounding buildings. Mr. Bernstein maintained that the lot size is sufficient to support a development of the proposed scale.

Shaehin Devji, 1508-4231 Halifax Street, Burnaby, spoke in opposition to the rezoning application. Ms. Devji shared concerns regarding the lack of public

consultation, loss of view, increased traffic and agrees with the comments made by previous speakers.

MOVED BY COUNCILLOR S. DHALIWAL
SECONDED BY COUNCILLOR N. VOLKOW

THAT this Public Hearing for Rez. #12-21, Bylaw #13527 be terminated.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR C. JORDAN
SECONDED BY COUNCILLOR P. CALENDINO

THAT staff report back to Council on the issues raised by the delegations at the Public Hearing held on 2015 November 24; and

THAT a report be prepared outlining crime rates in the Brentwood Town Centre area.

CARRIED UNANIMOUSLY

3) **BURNABY ZONING BYLAW 1965,
 AMENDMENT BYLAW NO. 32, 2015 – BYLAW NO. 13528**

Rez. #14-35

2338 and 2440 Madison Avenue

From: M2 General Industrial District

To: CD Comprehensive Development District (based on RM4s Multiple Family Residential District and Brentwood Town Centre Development Plan as guidelines and in accordance with the development plan entitled "Fulton House" prepared by Buttjes Architecture Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a 41 storey high-rise apartment tower with ground oriented townhouses, underground and structured parking.

The Advisory Planning Commission advised it supports the rezoning application.

Seven letters were received in response to the proposed bylaw amendment.

OPPOSED:

Sue Garbe, 2402-4132 Halifax Street, Burnaby
Aaron Lowe, 2801-2345 Madison Avenue, Burnaby
Annie Zhang, 2355 Madison Avenue, Burnaby
Isabella Ma, TH 22-2345 Madison Avenue, Burnaby
Daniel Lam, 2355 Madison Avenue, Burnaby
Ann Marie Giesbrecht, 1906-2355 Madison Avenue, Burnaby
Ping Yao, 601-2355 Madison Avenue, Burnaby

The following speakers appeared before Council in support or opposition to the proposed bylaw amendment.

Brian Ellis, 900-1332 West Broadway, Vancouver, representing Polygon Homes BC, appeared before Council to answer any questions.

Francis Flanagan, TH 8-2355 Madison Avenue, Burnaby, spoke in opposition to the rezoning application. Ms. Flanagan shared concerns regarding the lack of research on the impacts of densification, lack of market information to justify building (not enough demand), increase in crime and high percentage of vacant condos.

Kayshan Mirfakhrai, 1703-2345 Madison Avenue, Burnaby, spoke in opposition to the rezoning. Ms. Mirfakhrai shared concerns regarding: increased traffic, parking concerns, loss of quality of life, health concerns, noise issues, lack of security, lack of community centre and a lack of an integrated development plan. Ms. Mirfakhrai asserted that consideration should be given to the impact of high rise developments on the whole city not just the surrounding area.

MOVED BY COUNCILLOR S. DHALIWAL
SECONDED BY COUNCILLOR N. VOLKOW

THAT this Public Hearing for Rez. #14-35, Bylaw #13528 be terminated.

CARRIED UNANIMOUSLY

4) **BURNABY ZONING BYLAW 1965,
 AMENDMENT BYLAW NO. 33, 2015 – BYLAW NO. 13529**

Rez. #14-29

6960 Royal Oak Avenue

From: M4 Special Industrial District

To: CD Comprehensive Development District (based on C9 Urban Village Commercial District and Royal Oak Community Plan guidelines and the development plan entitled "Mix-Use Development, 6960-Royal Oak Avenue, Burnaby, B.C." prepared by DF Architecture Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a four-storey mixed-use development with full residential underground parking and at grade commercial parking, with ground level commercial fronting Royal Oak Avenue and residential uses (42 units) above.

The Advisory Planning Commission advised it supports the rezoning application.

No letters were received in response to the proposed bylaw amendment.

No speakers appeared before Council in support or opposition to the proposed bylaw amendment.

MOVED BY COUNCILLOR S. DHALIWAL
SECONDED BY COUNCILLOR N. VOLKOW

THAT this Public Hearing for Rez. #14-29, Bylaw #13529 be terminated.

CARRIED UNANIMOUSLY

5) **BURNABY ZONING BYLAW 1965,
AMENDMENT BYLAW NO. 34, 2015 – BYLAW NO. 13530**

Rez. #13-40

6980/6992 Buller Avenue and 6977/6991 Waltham Avenue

From: M4 Special Industrial District

To: CD Comprehensive Development District (based on P2 Administration and Assembly District, M5 Light Industrial District and the Royal Oak Community Plan as guidelines and in accordance with the development plan entitled "BCEHS Burnaby Buller Ambulance Centre" prepared by NSDA Architects)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a new BC Ambulance Centre development within the Royal Oak Community Plan area.

The Deputy City Clerk read the following into the public record:

"It has come to our attention that an administrative error was made in the public hearing report for Rezoning Reference #13-40 regarding the height of the building. The height of the building was noted as being two storeys with a dimensional height of 3.6 m (11.7 ft). The correct height is two storeys, with a dimensional height of 11.7 m (36 ft)."

The Advisory Planning Commission advised it supports the rezoning application.

No letters were received in response to the proposed bylaw amendment.

The following speakers appeared before Council in support or opposition to the proposed bylaw amendment.

Gabriele Cocco, 5251 Barber Street, Burnaby, appeared before council in opposition to the rezoning application. Mr. Cocco shared concerns regarding the increase in height of the new building and lack of parking.

Diane Gillies, 6675 St. Charles Place, President of the Kingsway Imperial Neighbourhood Association (KINA), spoke in favor of the proposed rezoning application as it will have a positive impact on the neighbourhood and will potentially decrease crime.

MOVED BY COUNCILLOR S. DHALIWAL
SECONDED BY COUNCILLOR N. VOLKOW

THAT this Public Hearing for Rez. #13-40, Bylaw #13530 be terminated.

CARRIED UNANIMOUSLY

6) **BURNABY ZONING BYLAW 1965,
AMENDMENT BYLAW NO. 36, 2015 - BYLAW NO. 13532**

Text Amendment

The purpose of the proposed bylaw text amendment is to recommend amendments to Section 7.9 of the Burnaby Zoning Bylaw to provide updated fees for rezoning applications and administration of servicing agreements.

The Advisory Planning Commission advised it supports the rezoning application.

No letters were received in response to the proposed bylaw amendment.

No speakers appeared before Council in support or opposition to the proposed bylaw text amendment.

MOVED BY COUNCILLOR S. DHALIWAL
SECONDED BY COUNCILLOR N. VOLKOW

THAT this Public Hearing for Burnaby Zoning Bylaw 1965 Text Amendment, Bylaw #13532 be terminated.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR S. DHALIWAL
SECONDED BY COUNCILLOR P. CALENDINO

That this Public Hearing do now adjourn.

CARRIED UNANIMOUSLY

The Public Hearing adjourned at 10:38 p.m.

Confirmed:

Certified Correct:

Derek Corrigan
MAYOR

Kate O'Connell
DEPUTY CITY CLERK



Item.....
Meeting 2015 December 07

COUNCIL REPORT

TO: COUNCIL MEMBERS **DATE:** 2015 December 07

FROM: MAYOR DEREK R. CORRIGAN

SUBJECT: **APPOINTMENT OF MUNICIPAL DIRECTORS TO THE GREATER VANCOUVER REGIONAL DISTRICT BOARD OF DIRECTORS AND DISTRIBUTION OF VOTES**

PURPOSE: To appoint members of Council as municipal directors to the Greater Vancouver Regional District Board and allocate the distribution of 12 votes.

RECOMMENDATION:

1. **THAT** the following appointments and respective vote allocations for the Greater Vancouver Regional District Board of Directors and Alternates be approved for a term of one year:

Director:	Mayor Derek Corrigan	4 Votes
Alternate:	Councillor Pietro Calendino	
Alternate:	Councillor Dan Johnston	
Alternate:	Councillor Nick Volkow	

Director:	Councillor Colleen Jordan	4 Votes
Alternate:	Councillor Dan Johnston	
Alternate:	Councillor Pietro Calendino	
Alternate:	Councillor Nick Volkow	

Director:	Councillor Sav Dhaliwal	4 Votes
Alternate:	Councillor Pietro Calendino	
Alternate:	Councillor Dan Johnston	
Alternate:	Councillor Nick Volkow	

REPORT

This report recommends the re-appointment of Burnaby's current Greater Vancouver Regional District Directors and their respective Alternate Directors for another one year term.

To: City Manager
From: Mayor Derek R. Corrigan
Re: Appointment of Municipal Directors to the Greater
Vancouver Regional District Board of Directors and
Distribution of Votes
2015 December 07..... Page 2

For Council's information, the Board changed its number of directors and votes in December 2012 as a result of the 2011 Federal Census population; the number of directors increased from 36 to 40 and the number of votes increased from 124 to 136.

Composition and voting rights of the board is established through the legislative requirements of Section 783 of the *Local Government Act (Act)* and by the GVRD Letters Patent which specify the voting unit as 20,000. For voting purposes, each member municipality or electoral area has one Board vote for every 20,000 of population, and a director may hold up to 5 votes.

The population for the City of Burnaby increased by more than 20,000 since the last Federal Census. As a result, the City of Burnaby's voting strength on the Board increased from 11 votes to 12 votes. In accordance with Section 783(6) of the *Act*, the votes are to be equally distributed by the Council and, as such, each Burnaby director will have 4 votes.

Respectfully submitted,



Derek R. Corrigan
MAYOR

cc: City Manager



EXECUTIVE COMMITTEE OF COUNCIL

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: GRANT APPLICATIONS

The Executive Committee of Council submits the following recommendations for Council's approval:

#15/55 – Children of the Street Society *School-Based Prevention Workshop*

RECOMMENDATION:

1. THAT this grant application be denied.

REPORT

An application was received from the Children of the Street Society requesting a grant to assist with the cost of providing workshops in Burnaby to share information and practical tools with children from elementary age to high-school on how to be safe from sexual exploitation in the community.

Request: Unspecified

CPA: 2014 – No Application
2013 – No Application
2012 – No Application

The Executive Committee of Council recommends that this grant request be denied as it does not fall within Council guidelines for awarding grants.

#15/59 – Volunteer Burnaby *Gift Wrap Program 2015*

RECOMMENDATION:

1. THAT an in-kind grant in the amount of \$1,000 for printing costs be awarded to Volunteer Burnaby to assist with the Gift Wrap Program for 2015.

Copy: City Manager
Deputy City Managers
Director Finance
Director Parks, Recreation & Cultural Services
Printshop Supervisor

To: His Worship, the Mayor and Councillors
 From: Executive Committee of Council
 Re: Grant Applications
 2015 December 07..... Page 2

REPORT

An application was received from Volunteer Burnaby requesting an in-kind grant to cover printing costs of Gift Wrapping Services for the Christmas Season 2015 at Brentwood Town Centre.

Request:	\$1,000 in-kind printing	CPA:	2014 - \$1,000 (in-kind printing)
			2013 - \$1,000 (in-kind printing)
			2012 - \$1,000 (in-kind printing)

The Executive Committee of Council recommends an in-kind grant in the amount of \$1,000 be awarded to Volunteer Burnaby for 2015.

#15/60 – Moscrop Panthers Senior Boys Volleyball Team *2015 BC High School Provincial Volleyball Championships*

RECOMMENDATION:

1. THAT this grant application be denied.

REPORT

An application was received from Moscrop Panthers Senior Boys Volleyball Team seeking a grant to assist with travel expenses for 15 players, Burnaby residents, to compete in the BC High School Provincial Volleyball Championships in Langley, BC on 2015 December 01 – 05.

Request:	\$1,000	CPA:	2014 - \$1,000 (Senior Girls Team)
			2013 - \$1,000 (Senior Girls Team)
			2012 - \$1,000 (Senior Boys Team)

The Executive Committee of Council recommends that this grant request be denied as it does not fall within Council guidelines for awarding grants.

Respectfully submitted,

Councillor S. Dhaliwal
Chair

Councillor P. McDonell
Vice Chair

Councillor D. Johnston
Member



Meeting 2015 December 07

COUNCIL REPORT

EXECUTIVE COMMITTEE OF COUNCIL

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: FESTIVALS BURNABY GRANT PROGRAM APPLICATIONS

The Executive Committee of Council submits the following recommendations for Council's approval:

#16-S-001 African Canadian Soccer and Cultural Association *African Soccer and Cultural Festival*

RECOMMENDATION:

1. THAT a *Festivals Burnaby* grant – *Small Scale Event* in the amount of \$8,000 be awarded to African Canadian Soccer and Cultural Association in support of the African Soccer and Cultural Festival to be held on 2016 August 12-14 at the Burnaby Lake Sports Complex.

REPORT

An application request for \$12,000 has been received from the African Canadian Soccer and Cultural Association for the African Soccer and Cultural Festival 2016 August 12-14 at the Burnaby Lake Sports Complex. This three-day event, in its 22nd year, will showcase African Cultural through the sport of soccer, African cuisine and cultural dance and music. The goal of the festival is to promote volunteerism and community engagement with the African community, youth and the general public.

Request: \$12,000

CPA: 2015 – \$8,000 Small Scale Event
2014 – \$7,500 Small Scale Event
2013 – \$7,000 Small Scale Event
2012 – \$7,000 Small Scale Event

Copied to:	City Manager Deputy City Managers Director Finance Director Parks, Recreation & Cultural Services
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To: His Worship, the Mayor and Councillors
 From: Executive Committee of Council
 Re: Festivals Burnaby Grant Program Applications
 2015 December 07..... Page 2

The Executive Committee of Council recommends that a grant in the amount of \$8,000 be awarded to the African Canadian Soccer and Cultural Association for the African Soccer and Cultural Festival 2016.

#16-S-002 Vancouver Cantonese Opera
Cantonese Opera – Princess Cheung Ping

RECOMMENDATION:

1. THAT a *Festivals Burnaby* grant – *Small Scale Event* in the amount of \$3,500 be awarded to the Vancouver Cantonese Opera for the Cantonese Opera – *Princess Cheung Ping* at the Michael J. Fox Theatre on 2016 April 16.

REPORT

An application request for \$7,000 has been received from the Vancouver Cantonese Opera for the Cantonese Opera – *Princess Cheung Ping* 2016 April 16 at the Michael J. Fox Theatre. Cantonese opera is a unique combination of performing arts including singing, dancing, acting, miming and acrobatic movements. The Princess Cheung Ping by Tong Dik San features highly refined and subtle lyrics, eulogizing the theme of love and devotion, and is hailed as a high point in Chinese literature. Three international and renowned Cantonese opera performers from Hong Kong and Seattle have been invited to perform with the local professional Cantonese artists for this performance.

Request: \$7,000 CPA: 2015 - \$3,500 Small Scale Event
2014 - \$5,000 Small Scale Event

The Executive Committee of Council recommends that a grant in the amount of \$3,500 be awarded to the Vancouver Cantonese Opera for the Cantonese Opera – *Princess Cheung Ping* on 2016 April 16 at the Michael J. Fox Theatre.

#16-S-003 National Congress of Black Women Foundation
Black History Month

RECOMMENDATION:

1. THAT a *Festivals Burnaby* grant – *Small Scale Event* in the amount of \$7,000 be awarded to the National Congress of Black Women Foundation for Black History Month activities.

To: His Worship, the Mayor and Councillors
 From: Executive Committee of Council
 Re: Festivals Burnaby Grant Program Applications
 2015 December 07..... Page 3

REPORT

An application request for \$10,000 has been received from the National Congress of Black Women Foundation (NCBWF) for Black History Month activities from 2016 January 31 to February 27 at the Metrotown Community Resource and Bonsor Community Centres. Using Black History Month as the forum, the NCBWF will focus its programs to promote a greater knowledge of and respect for the diverse heritage, culture and contribution of people of African descent to the development of societies.

Request: \$10,000	CPA: 2015 – \$7,000 Small Scale Event
	2014 – \$7,000 Small Scale Event
	2013 – \$7,000 Small Scale Event
	2012 – \$7,000 Small Scale Event

The Executive Committee of Council recommends that a grant in the amount of \$7,000 be awarded to the National Congress of Black Women Foundation for Black History Month from 2016 January 31 to February 27.

#16-L-001 Eurofest BC Society *European Festival*

RECOMMENDATION:

1. THAT a *Festivals Burnaby* grant – *Large Scale Event* in the amount of \$25,000 be awarded to the Eurofest BC Society for the European Festival at Swangard Stadium.

REPORT

An application request for \$25,000 has been received from the Eurofest BC Society for the European Festival 2016 May 28-29 at Swangard Stadium. This annual two-day festival features a flag parade; on stage performances of authentic European music and dance; contemporary local musical artists; cultural displays of 32 participating countries; activities and games for children; a European food tent featuring traditional meals, desserts and snacks; artists demonstrating their craft in the Arts Plaza; a Market Place featuring souvenirs and popular products of Europe, and a live evening concert.

Request: \$25,000	CPA: 2015 – \$25,000 Large Scale Event
	2014 – \$25,000 Large Scale Event
	2013 – \$25,000 Large Scale Event
	2012 – \$10,000 Large Scale Event
	2011 – \$10,000 Large Scale Event

To: His Worship, the Mayor and Councillors
From: Executive Committee of Council
Re: Festivals Burnaby Grant Program Applications
2015 December 07..... Page 4

The Executive Committee of Council recommends that a grant in the amount of \$25,000 be awarded to the Eurofest BC Society for the European Festival on 2016 May 28-29 at Swangard Stadium.

Respectfully submitted,

Councillor S. Dhaliwal
Chair

Councillor P. McDonell
Vice Chair

Councillor D. Johnston
Member



Meeting 2015 December 07

COUNCIL REPORT

EXECUTIVE COMMITTEE OF COUNCIL

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: ADJUSTMENT TO THE ALLOCATION OF SPACE AT BRENTWOOD
COMMUNITY RESOURCE CENTRE**

RECOMMENDATIONS:

1. THAT Council authorize an adjustment to Burnaby Community Services Society's lease space allocation to permit Burnaby Seniors Outreach Services Society to occupy 117 square feet (room L2 – meeting room 2) at the Brentwood Community Resource Centre, as outlined in Section 3.0 of this report.
2. THAT Council authorize the execution of adjusted 2016 lease grants for Burnaby Community Services Society and Burnaby Seniors Outreach Services Society, as outlined in Section 4.0 of this report.
3. THAT Council authorize staff to undertake the necessary lease arrangements between the City and the tenants.
4. THAT Council authorize staff to issue a Request for Proposals to occupy space vacated by Burnaby Seniors Outreach Services Society at the Holdom Community Resource Centre.

REPORT

The Executive Committee of Council, at its meeting held on 2015 December 02, received and adopted the attached report proposing an adjustment to the allocation of non-profit office/program space at the Brentwood Community Resource Centre

Respectfully submitted,

Councillor S. Dhaliwal
Chair

Councillor P. McDonell
Vice Chair

Councillor D. Johnston
Member

Copied to:	City Manager Deputy City Managers Director Planning and Building Director Engineering Director Finance Director Parks, Recreation and Cultural Services Chief License Inspector City Solicitor
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Meeting 2015 Nov 19

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE

DATE: 2015 November 09

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 12000 10

SUBJECT: **ADJUSTMENT TO THE ALLOCATION OF SPACE AT BRENTWOOD COMMUNITY RESOURCE CENTRE**

PURPOSE: To propose an adjustment to the allocation of non-profit office/program space at the Brentwood Community Resource Centre.

RECOMMENDATIONS:

1. **THAT** Council authorize an adjustment to Burnaby Community Services Society's lease space allocation to permit Burnaby Seniors Outreach Services Society to occupy 117 square feet (room L2 – meeting room 2) at the Brentwood Community Resource Centre, as outlined in *Section 3.0* of this report.
2. **THAT** Council authorize the execution of adjusted 2016 lease grants for Burnaby Community Services Society and Burnaby Seniors Outreach Services Society, as outlined in *Section 4.0* of this report.
3. **THAT** Council authorize staff to undertake the necessary lease arrangements between the City and the tenants.
4. **THAT** Council authorize staff to issue a Request for Proposals to occupy space vacated by Burnaby Seniors Outreach Services Society at the Holdom Community Resource Centre.

REPORT**1.0 INTRODUCTION**

In 2015 September, Burnaby Seniors Outreach Services Society (BSOSS), through the Licence Department, submitted a letter of request to move from their allocated space at Holdom Community Resource Centre to a space in the Brentwood Community Resource Centre.

BSOSS has indicated to City staff that it is seeking a smaller space than it currently occupies at Holdom Community Resource Centre due to staffing decreases and a reduction in its funding. The proposed move to a space at the Brentwood Community Resource Centre is preferred due to the initiation of a long term partnership between Burnaby Seniors Outreach Services Society, Burnaby Community Services Society (BCSS) and Burnaby Meals on Wheels to deliver a

To: *Executive Committee*
 From: *Director Planning and Building*
 Re: *Adjustment to the Allocation of Space at Brentwood
 Community Resource Centre*
 2015 November 09.....Page 2

continuum of seniors' service. Through this partnership, BCSS is also seeking Council permission to provide BSOSS with the subject portion of its space, Room L2 – Meeting Room 2 and a portion of its common area, at Brentwood Community Resource Centre.

BSOSS currently occupies 570 square feet at Holdom Community Resource Centre, which, if its proposed move is approved, would then become available for lease to another organization.

2.0 GUIDELINES FOR THE USE OF SPACE

In 1990 July, Council established policy guidelines for the use of space at the City's resource centres. As indicated in the guidelines, the space is intended to accommodate community groups whose primary purpose is to provide facilities, services or programs intended to promote the physical, social and mental well-being of individuals and families in Burnaby. The guidelines also seek to encourage a broad range of services within each Resource Centre.

3.0 PROPOSED CHANGE IN OCCUPANCY AT BRENTWOOD COMMUNITY RESOURCE CENTRE

Room L2 – Meeting Room 2 is 117 square feet in size and located on the second floor of the Brentwood Community Resource Centre. It comprises a portion of the total floor area of 1,984 square feet leased to BCSS. The space was allocated to BCSS in 2013. As part of the new partnership between BCSS, BSOSS, and Burnaby Meals on Wheels, BCSS is requesting to release a small portion of its leased area to enable BSOSS to work with them from a common location. The combined floor area, including its share of common space of 71 square feet, proposed to be released to BSOSS is 188 square feet. The move to a smaller space would also better meet the needs of BSOSS's reduction in staff and funding.

If the proposed changes were adopted, new lease agreements would be required for BCSS and BSOSS. The joint operating agreement between all tenants at Brentwood Community Resource Centre would also need to be amended to include BSOSS as a tenant.

4.0 LEASE GRANT CHANGES

In 1992 April, Council approved guidelines for the issuance of grants to offset lease rates for non-profit groups allocated space at the City's Community Resource Centres. In general, tenants at the resource centres can qualify for a grant to offset their lease costs depending on the extent of service provided to Burnaby residents. Where 75 percent or more of the recipients of programs or services of the non-profit group are Burnaby residents, a tenant can qualify for a full lease grant to offset lease costs by 50 percent. Where 25 to 75 percent of service recipients are Burnaby residents, a group can qualify for a partial lease grant to offset costs by 25 percent.

At its meeting of 2015 March 30, Council approved a 2016 lease rate for City-owned non-profit office/program space of \$12.81/square foot per annum. In addition, at its meeting of 2015 September 28, Council approved lease grants for eligible tenants, based upon the above guidelines.

To: Executive Committee
 From: Director Planning and Building
 Re: Adjustment to the Allocation of Space at Brentwood
 Community Resource Centre
 2015 November 09.....Page 3

Based on the proposed space reallocation described above, BSOSS and BCSS have both, through their lease grant applications, successfully demonstrated eligibility for a 50% lease grant.

As such, Table 1 *below* indicates the proposed adjusted lease grants for BSOSS's 188 square feet of space in Room L2 – Meeting Room 2 and BCSS's adjusted lease area of 1,796 square feet at Brentwood Community Resource Centre, based on the approved guidelines.

Table 1
Proposed Lease Grant (2016)
Burnaby Community Services and Burnaby Seniors Outreach Services Society -
Brentwood Community Resource Centre

RESOURCE CENTRES	2016 Lease Cost (before grant)	2016 Proposed Lease Grant – 50%	2016 Resulting Lease Costs (after grant)
<i>Brentwood Community Resource Centre</i>			
Burnaby Community Services Society 1,796 sq. ft.	\$23,006.76	\$11,503.38	\$11,503.38
Burnaby Seniors Outreach Services Society 188 sq. ft.	\$ 2,408.28	\$ 1,204.14	\$ 1,204.14

5.0 NEXT STEPS

With Council approval of the proposed adjusted allocation and 2016 lease grants, staff will begin preparations of the lease documents and arrangements for the tenants to be able to occupy the spaces. The anticipated occupation date would be 2016 January.

If given approval, the Finance Department will adjust the monthly lease charges for the benefiting organizations to reflect the approved grant amount.

In addition, should Council approve the proposed changes, staff request Council's authorization to issue a Request for Proposals to find a new non-profit tenant to occupy space vacated at the Holdom Community Resource Centre by BSOSS.

To: *Executive Committee*
 From: *Director Planning and Building*
 Re: *Adjustment to the Allocation of Space at Brentwood
 Community Resource Centre*
 2015 November 09.....Page 4

6.0 CONCLUSION

Burnaby Seniors Outreach Services Society (BSOSS), in consultation with Burnaby Community Services Society (BCSS), has requested to move from its allocated space at the Holdom Community Resource Centre to the Brentwood Community Resource Centre to facilitate a new partnership between BSOSS, BCSS and Burnaby Meals on Wheels, as outlined in Section 1.0 of this report. Both BCSS and BSOSS are current tenants in the City's Community Resource Centres and meet all of the City's guidelines for allocating space within these facilities.

It is recommended that Council be requested to approve the adjusted allocation of space at Brentwood Community Resource Centre, reducing BCSS's allocated space and authorizing BSOSS to occupy Room L2 – Meeting Room 2. The requested space adjustment would require new lease agreements and approval of adjusted 2016 lease grants as outlined in Section 4.0 of this report. It is therefore recommended that Council authorize staff to undertake the necessary lease and lease grant arrangements between the City and the tenants. Finally, it is also recommended that Council authorize staff to issue a Request for Proposals to find a new tenant for the resulting vacancy at the Holdom Community Resource Centre.


 Lou Pelletier, Director
 PLANNING AND BUILDING

CS:sa/sla

cc: City Manager
 Deputy City Managers
 Director Engineering
 Director Finance
 Director Parks, Recreation and Cultural Services
 City Solicitor
 Chief License Inspector
 City Clerk

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Meeting 2015 December 07

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: DEER LAKE CENTRE / WEST BUILDING INTERIOR RENOVATIONS

RECOMMENDATION:

1. THAT Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$1.4 million (inclusive of GST @ 5%) to finance the Deer Lake Centre / West Building Interior Renovations project.

REPORT

The Financial Management Committee, at its meeting held on 2015 November 26, received and adopted the attached report seeking funding approval for the Deer Lake / West Building Interior Renovations project. The proposed project is intended to facilitate and address interim space needs that currently exist in the City Hall – West Building.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	City Manager Deputy City Managers Director Planning & Building Director Engineering Director Finance Director Human Resources Chief Information Officer Chief Building Inspector Purchasing Manager City Solicitor
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Meeting 2015 Nov 26

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2015 November 18

FROM: MAJOR CIVIC BUILDING PROJECT
COORDINATION COMMITTEE

FILE: 4220 05

SUBJECT: DEER LAKE CENTRE / WEST BUILDING INTERIOR RENOVATIONS

PURPOSE: To request Bylaw funding for the Deer Lake/West Building Interior Renovations project.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$1.4 million (inclusive of GST @ 5%) to finance the Deer Lake Centre / West Building Interior Renovations project.

REPORT**1.0 BACKGROUND**

In 1990, the City undertook a comprehensive space needs study to determine future potential office space requirements for City Hall that included both the Main Building and West Building. Approximately twenty-five (25) years later, City staff are currently preparing a Request for Proposal (RFP) to embark on a new space needs assessment to identify changes and anticipate future office space needs for the provision of City services within the City Hall campus.

The RFP will assess the current and long range space requirements at City Hall and is expected to be released in early 2016. The findings of that study will be the subject of a future report to Committee and Council.

In the interim, staff working with the Cornerstone Planning Group have been reviewing possible options to generate an accommodation strategy for several groups located in the West Building, which are experiencing a current space shortage.

The accommodation strategy was accelerated for the West Building, specifically, given the need to mitigate the current overcrowding in the Finance, Information Technology (IT), Human Resources (HR), and Purchasing Departments on a priority basis. A further objective of the review was to minimize renovation costs and disruptions to daily operations. As part of the review, several options were explored to determine service delivery, relocation costs and best fit for space within the West Building, and available office space at the Deer Lake Centre.

Arising from the review, this report presents an option which addresses space needs, and seeks expenditure approval for the relocation of a portion of the I.T. Department to Deer Lake Centre.

To: Financial Management Committee
 From: Major Civic Building Project Coordination Committee
 Re: Deer Lake Centre / West Building Interior Renovations
 2015 November 18..... Page 2

2.0 OFFICE SPACE RECONFIGURATION

After evaluating several options, it was determined that the most practical and cost effective solution involved the relocation of two major divisions of the Information Technology (I.T.) Department to available space in the Deer Lake Centre office buildings located on Canada Way north of City Hall. These divisions include I.T. Program Delivery and I.T. Business Solutions & Support plus Special Projects which currently occupies office space on both the Ground Floor and 2nd Floor of the West Building. For operational reasons and other considerations, the Infrastructure division of I.T. will remain in the Ground Floor of the West Building.

The office space that is available in Deer Lake II is comprised of vacant small office spaces which have been consolidated to create approximately 6,700 sq. ft. of net usable floor area. This area would house I.T. Program Delivery and Business Solutions & Support. A smaller 1,700 sq. ft. unit located in Deer Lake I will house Special Projects which is currently working on the new LIPS project. The space also includes a large conference room which will also be available to all City Departments for meetings and training functions.

The 6,700 sq. ft. space in Deer Lake II will accommodate sixty-four (64) City staff and other temporary staff resources. In order to accommodate these numbers, the design provides for typical 60" x 30" modular work stations in open pods to maximize and efficiently utilize the floor space available. The space will also include meeting rooms for the I.T. Operations and offices for senior managers.

Following the relocation of the I.T. divisions to Deer Lake Centre, the vacated area in the West Building will be reconfigured and re-allocated to relieve space needs for the remaining departments within the building, which include Finance, Human Resources, Purchasing, and the IT-Infrastructure division. In this regard, some preliminary design work has been undertaken to determine how the available space will best address the current space needs.

3.0 PROJECT FINANCING AND ESTIMATE

Based on the advanced design work completed to date for reconfiguration and outfitting of space in the Deer Lake Centre, the cost for this part of the project includes the following estimated expenditures:

• Construction Value (including construction contingency).....	\$ 928,000.00
• Modular Work Stations & Furniture.....	\$ 190,000.00
• IT Infrastructure/Equipment.....	\$ 110,000.00
• Design/Consultant Fees.....	\$ 75,000.00
• Misc. Project Costs.....	\$ 25,000.00
	<hr/>
	\$1,328,000.00
GST @ 5%	\$ 66,400.00
	<hr/>
ESTIMATED TOTAL PROJECT COST	\$1,394,000.00

To: Financial Management Committee
 From: Major Civic Building Project Coordination Committee
 Re: Deer Lake Centre / West Building Interior Renovations
 2015 November 18..... Page 3

The Deer Lake Centre/West Building Interior Renovation project has an allocation of \$1.4 million in the 2015 – 2019 Financial Plan and sufficient Capital Reserves are available to fund the capital project outlined in this report. A further phase of work for reconfiguration of the to be vacated space in the West Building, would be the subject of a further report.

Subject to receiving the necessary funding approval, the project can be tendered in the coming weeks for the construction and fit-out of the proposed I.T. office space in Deer Lake Centre.

4.0 CONCLUSION

The proposed project is intended to facilitate and address interim space needs that currently exist in the City Hall – West Building. To achieve this goal, it is recommended that the majority of the Information Technology Department be relocated from their current offices in the West Building into Deer Lake Centre. The vacated spaces in the West Building will be re-distributed to the remaining departments (ie: Finance, Human Resources, Purchasing, and the remaining IT- Infrastructure Division) to provide some degree of relief to their current space needs. In this regard, a preliminary design exercise has been undertaken to determine how the spaces might be reconfigured. This work, for reorganization of space made available by the relocation of I.T. divisions, along with cost estimates, will be the subject of a future report to the Committee and Council for this subsequent phase of work.

In order to proceed to tender and construction of the I.T. space in Deer Lake Centre, it will be necessary to obtain funding for the project, as outlined in this report.

It is recommended that the Financial Management Committee recommend Council authorize staff to bring down a capital Reserves Bylaw in the amount of \$1,400,000.00 (inclusive of GST at 5%) to finance the Deer Lake Center/West Building Interior Renovation Project. These expenditures are included in the 2015 – 2019 Financial Plan and sufficient Capital Reserves are available to fund the capital project outlined in this report.



Lou Pelletier
 Chair, Major Civic Building
 Project Coordination Committee



Leon Gous
 Director Engineering

JC/jw

cc: City Manager
 Director Finance
 Director Human Resources
 Chief Building Inspector

Deputy City Managers
 Chief Information Officer
 Purchasing Manager



Meeting 2015 December 07

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: 2016 CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST –
WATER PRV AND WATERMAIN RENEWALS**

RECOMMENDATIONS:

1. THAT Council approve capital expenditure of \$700,000 for infrastructure programs, as outlined in this report.
2. THAT Council authorize staff to fund from the Waterworks Utility Capital Fund the amount of \$732,700 (inclusive of GST) to finance the capital programs, as outlined in this report.

REPORT

The Financial Management Committee, at its meeting held on 2015 November 26, received and adopted the attached report seeking Council's approval and funding for constructions of 2016 capital infrastructure programs for water PRVs and watermains.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	City Manager Director Engineering Director Finance
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Item.....
Meeting.....2015 Nov 26

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2015 November 18

FROM: DIRECTOR ENGINEERING

FILE: 32000-05

SUBJECT: 2016 CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST -
WATER PRV AND WATERMAIN RENEWALS

PURPOSE: To request approval and funding for constructions of 2016 capital infrastructure programs for water PRVs and watermains.

RECOMMENDATIONS:

1. **THAT** Council approve capital expenditures of \$700,000 for infrastructure programs as outlined in this report.
2. **THAT** Council authorize staff to fund from the Waterworks Utility Capital Fund the amount of \$732,700 (inclusive of GST) to finance the capital programs as outlined in this report.

REPORT

The 2016 – 2020 Financial Plan contains the following programs to be funded from the Waterworks Utility Capital Fund. In order to proceed with construction in a timely manner, it is necessary to have funding approval in place.

1.0 CAPITAL PROGRAMS

1.1 *Gilpin PRV & Watermain Replacement (2016 Program)*

• Gilpin PRV (EJB.0006)	\$ 350,000
• Watermain Replacement (EJA.0014)	<u>350,000</u>
	\$ 700,000

A New PRV is to be installed at Deer Lake Ave and Century Pkwy in order to meet peak hour demands and fire flows within the immediate vicinity (Central Valley Zone 442). The PRV is to be equipped with a flow meter and Scada, to monitor performance. The existing CI watermain along Deer Lake Ave is to be replaced with a 300DI watermain from Deer Lake Pkwy to Canada Way as part of the City's ongoing infrastructure renewal program.

To: Chair and Members Financial Management Committee
From: Director Engineering
Re: 2016 Capital Infrastructure Bylaw Funding Request -
Water PRV and Watermain Renewals
2015 November 18..... Page 2

This section of watermain must be installed prior to the Heron nesting season (March). The road will then be designed and re-paved as part of another 2016 project later in the year, post Heron nesting season.

These expenditures are included in the 2016 – 2020 Financial Plan and sufficient Capital Reserves are available to complete these works.

It is recommended that Council approve capital expenditures of \$700,000 for infrastructure programs as outlined in this report and authorize staff to fund from the Waterworks Utility Capital Fund the amount of \$732,700 (inclusive of GST) to finance the capital programs as outlined in this report.

A handwritten signature in blue ink, appearing to read 'L. Goss', followed by a horizontal line.

Leon A. Goss, P. Eng., MBA
DIRECTOR ENGINEERING

FV:ac

Copied to: Director Finance



Meeting 2015 December 07

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: CREDIT CARD MERCHANT FEES

RECOMMENDATIONS:

1. THAT Council authorize staff to implement the proposed model for the recapture of credit card merchant fees, as outlined in this report.
2. THAT Council authorize staff to bring down a fee recovery bylaw related to the use of credit cards.

REPORT

The Financial Management Committee, at its meeting held on 2015 November 26, received and adopted the attached report seeking Council authorization to provide for the recapture of credit card merchant fees.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	City Manager Director Finance City Clerk Director Engineering Director Planning & Building City Solicitor
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Meeting 2015 Nov 26

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2015 November 18

FROM: DIRECTOR FINANCE

FILE: 6900-20

SUBJECT: CREDIT CARD MERCHANT FEES

PURPOSE: To provide for the recapture of credit card merchant fees.

RECOMMENDATIONS:

1. **THAT** Financial Management Committee recommend Council authorize staff to implement the proposed model for the recapture of credit card merchant fees as outlined in this report.
2. **THAT** Financial Management Committee recommend Council authorize staff to bring down a fee recovery bylaw related to the use of credit cards.

REPORT

In 2015 April Council authorized staff to explore the feasibility and advisability of recapturing credit card merchant fees to facilitate expanding the acceptance of credit card payments for City services. This report outlines the findings and recommendations as a result of staff's review.

1.0 BACKGROUND

Credit card usage in Canada has become the preferred option of payment for many Canadians who currently hold 76 million active credit cards. In 2014 credit card payments accounted for 50 percent of purchases in Canada valued at over a half trillion dollars.

In 2014 the City's merchant service fees for the acceptance of credit cards exceeded \$400,000, reflecting an increase in demand for online services and broader use of credit cards as a form of payment for City services. Merchant service fees are operating expenditures that impact City property taxes, and therefore the City has been slow to expand the acceptance of credit card payments for many of the City's services. Even with limited services where credit card payments are currently accepted, projections show that credit card merchant services fees will increase to \$800,000 per annum by the year 2020, more than double the City's current cost.

Discussed in this report are recommended methods for recapturing these credit card merchant fees. The recommendations are based on the nature of City services being purchased and the

To: Financial Management Committee
 From: Director Finance
 Re: Credit Card Merchant Fee
 2015 November 18..... Page 2

City's current business applications. By introducing various fees for credit card usage by bill type, merchant services fees can be recovered in a practical and direct manner.

2.0 COST RECOVERY

Review of the use of credit cards for payment of City services identified three methods the City can deploy for the recovery of merchant credit card fees. Each would be based on the nature of the business being conducted and considers the cost implications, the demand by constituents, and the competitive nature of the service offering. The proposed model includes built-in fees and added credit card merchant fees as follows:

- a fee charge included in the cost of service being purchased
- a fee add-on at the time of the payment (requires a City bylaw)
- a fee paid by the purchaser to a third party who collects payment on behalf of the City at no charge to the City

With the bylaw in place, Treasury Services staff will work with City departments to implement credit card fee recovery measures through one of the noted methods. This will allow the City to work towards a full cost recovery for credit card payments in the future and facilitate the use of credit cards for payment of City services.

3.0 RECOMMENDATION

Given the diverse business services provided by the City, three methods of credit card merchant fee recovery are proposed in this report. These methods will reduce City merchant fee costs and facilitate the expansion of credit card use in the City, providing greater convenience for many of our citizens.

It is recommended that the Finance Management Committee recommend Council authorize staff to implement the proposed model for the recapture of credit card merchant fees as outlined in this report and authorize staff to bring down a fee recovery bylaw related to the use of credit cards.



Denise Jorgenson
 DIRECTOR FINANCE

DJ:DS /ml

Copied to: City Manager
 City Clerk
 Director Engineering
 Director Planning and Building
 City Solicitor



Meeting 2015 December 07

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: EMPLOYEE TRANSIT INCENTIVE PROGRAM

RECOMMENDATION:

1. THAT Council authorize staff to implement an Employee Transit Incentive Program effective 2016 January 01, as outlined in this report.

REPORT

The Financial Management Committee, at its meeting held on 2015 November 26, received and adopted the attached report seeking Council's authorization to provide City employees with an opportunity to participate in a transit subsidy program.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	City Manager Director Finance
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Meeting 2015 Nov 23

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2015 November 18

FROM: DIRECTOR FINANCE

FILE: 8150-20

SUBJECT: EMPLOYEE TRANSIT INCENTIVE PROGRAM

PURPOSE: To provide City employees with an opportunity to participate in a transit subsidy program.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council authorize staff to implement an Employee Transit Incentive Program effective 2016 January 01 as outlined in this report.

REPORT

The Financial Management Committee on 2015 October 22 requested staff to explore a transit subsidy program for City employees, similar to the previous Employee Transit Incentive Program.

1.0 BACKGROUND

In 1991 October, the City introduced an Employee Transit Incentive Program to encourage staff to use public transit to reduce the impact on the environment from vehicle emissions, and to free-up needed parking spaces at the City Hall.

Initially a 25% Employee Transit Incentive Program was provided to promote transit use for commuting to work. The program was for full-time employees or part-time employees who work several shifts. It was administered by the Human Resources Department.

In 2005, the City combined the Employee Transit Incentive Program with a TransLink Employer Incentive Program which provided an additional 15% discount to employees (bringing the total discount to 40%) for those who agreed to purchase a 12-month transit pass.

To: Financial Management Committee
 From: Director Finance
 Re: Employee Transit Incentive Program
 2015 November 18..... Page 2

Details of the TransLink Employer Incentive Program were as follows:

- The City was required to have at least 25 employees willing to participate in the program.
- The program was available to full-time staff who worked a minimum of three shifts per week.
- Staff had to sign up for at least 12 months.
- Translink issued a photo identification card with the 12-month transit pass.
- Staff could not stop and re-start from month to month, however, staff could quit the program if their home or work circumstances changed. Staff were required to leave the program if they were no longer employed by the City.
- TransLink invoiced the City for the 12-month pass for each staff member participating in the program, less 15%. Staff paid for their transit pass through payroll deduction, spread throughout the year.
- The 25% incentive was a taxable benefit to the employee.

On 2014 January 01, TransLink discontinued the Employer Incentive Program.

1.1 Interim Measure:

The City continued its commitment to encourage staff to use public transit through an interim strategy while awaiting further information from TransLink. Those employees who participated in the City's Employee Transit Incentive Program on 2013 December 31 were 'grandfathered' and provided the opportunity to continue to receive a 25% incentive for the purchase of a monthly transit pass until a new program was announced. At 2013 December 31, there were approximately 91 City employees who were participating in the City's Employee Transit Incentive Program. As of the date of this report, there are 23 staff still participating in the program.

2.0 NEW TRANSLINK COMPASS CARD PROGRAM

TransLink has recently released their new Compass Card Program which allows users to load the fare product of their choice including Monthly Passes (FareCard), DayPasses, and Stored Values for pay-as-you go trips. New Compass Cards cost \$6 each (the amount is refundable, if the card is returned). FareCards are not prorated when purchased at different times during the month.

A 12-month transit pass is no longer available.

The following reflects the current cost to purchase an adult Monthly FareCard.

1 Zone	2 Zone	3 Zone
\$91.00	\$124.00	\$170.00

To: Financial Management Committee
 From: Director Finance
 Re: Employee Transit Incentive Program
 2015 November 18..... Page 3

With the introduction of TransLink's Compass Card Program it is feasible to again offer a 25% Employee Transit Incentive Program, effective 2016 January 01 for all eligible employees.

The City's Employee Transit Incentive Program would be based on the following guidelines:

- Full-time and part-time staff who work a minimum of three shifts per week would be eligible to participate in the program.
- A 25% incentive would only be applicable to the purchase of a Monthly FareCard.
- Staff would agree not to transfer the Monthly FareCard to a third party for use. (Previously, Translink issued a photo identification card to be used in conjunction with the 12-month transit pass. This effectively restricted the use of the pass to the card holder. A photo identification card is no longer provided.)
- Proof of purchase of a Monthly FareCard by the employee would be provided to Human Resources; only one pass would be discounted for each month.
- Human Resources would provide a list of those staff who have purchased the Monthly FareCard to Payroll; this would include the amount paid for the FareCard and the applicable discount.
- Payroll would add a 25% incentive amount to the staff member's bi-weekly cheque as reimbursement; (the 25% discount would result in a taxable benefit to the employee).

3.0 FUNDING FOR THE EMPLOYEE TRANSIT INCENTIVE PROGRAM

The City Manager's Office has a budget provision of \$38,000 for the Employee Transit Incentive Program. The following reflects the costs related to the program over the past four years.

2012 Budget	2012 Actual	2013 Budget	2013 Actual	2014 Budget	2014 Actual	2015 Budget	2015 October	2016 Provisional Budget
\$38,000	\$25,803	\$38,000	\$26,886*	\$38,000	\$9,513	\$38,000	\$9,271*	\$38,000

** Includes the purchase of TransLink faresaver tickets of \$1,575 and \$1,625 respectively for 2012 and 2015 available to City staff who choose to use transit rather than a pool car to conduct City business.*

The cost of the program in 2012 and 2013 reflects the 25% to 40% incentive paid to staff who participated in the combined City Employee Transit Incentive Program and TransLink's Employer Incentive Program. The decrease in the cost of the program in 2014 to \$9,513 reflects the 25% incentive paid to the grandfathered staff who continued to purchase a monthly transit pass.

To: Financial Management Committee
From: Director Finance
Re: Employee Transit Incentive Program
2015 November 18..... Page 4

4.0 RECOMMENDATION

The introduction of TransLink's Compass Card Program provides an opportunity for the City to again offer an Employee Transit Incentive Program. It is recommended that Finance Management Committee recommend Council authorize an Employee Transit Incentive Program effective 2016 January 01 as outlined in this report.



Denise Jorgenson
DIRECTOR FINANCE

DJ:DS /ml

Copied to: City Manager



Meeting 2015 December 07

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: RENEWAL OF CITY FLEET INSURANCE

RECOMMENDATION:

1. THAT Council approve an expenditure of up to \$815,000 payable to Willis Canada to fund the City's Fleet Auto Liability, Collision, and Comprehensive insurance programs, as further specified in this report.

REPORT

The Financial Management Committee, at its meeting held on 2015 November 26, received and adopted the attached report seeking Council approval for an expenditure of up to \$815,000 to renew the City Vehicle Fleet Insurance Program.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to: City Manager Director Finance Purchasing Manager



Meeting 2015 Nov 26

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2015 November 19

FROM: DIRECTOR FINANCE

FILE: 9900-05

SUBJECT: RENEWAL OF CITY FLEET INSURANCE

PURPOSE: To request approval for an expenditure of up to \$815,000 to renew the City Vehicle Fleet Insurance Program.

RECOMMENDATIONS:

1. **THAT** Financial Management Committee recommend Council to approve an expenditure of up to \$815,000 payable to Willis Canada to fund the City's Fleet Auto Liability, Collision, and Comprehensive insurance programs as further specified in this report.

REPORT

The City operates a vehicle fleet that is currently comprised of 607 units. Each vehicle in the fleet is required by law to have automobile liability insurance. Vehicles that are currently valued at more than \$75,000 are insured for both collision and comprehensive perils subject to a deductible of \$5,000 per accident/incident.

The City fleet insurance policy will renew on 2016 January 01 but the Insurance Corporation of British Columbia requires that fleet premiums be paid prior to issuance of a new plate decal.

The cost of maintaining the fleet insurance program is a necessary operating expense that is included in the City's 2016 Provisional Operating Budget.

Denise Jorgenson
DIRECTOR FINANCE

DJ:MF /ml

Copied to: City Manager



Meeting 2015 December 07

COUNCIL REPORT

PLANNING AND DEVELOPMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: PROPOSED ZONING BYLAW TEXT AMENDMENT
– PERMITTED USES IN FARMERS MARKETS**

RECOMMENDATIONS:

1. THAT Council be requested to authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.0 of this report, for advancement to First Reading on 2015 December 14 and to Public Hearing on 2016 January 26 at 7:00 p.m.
2. THAT a copy of this report be sent to Artisan Farmers Market Society, Box 74589, Kitsilano P.O., Vancouver, BC V6K 4P4.

REPORT

The Planning and Development Committee, at its meeting held on 2015 November 24, received and adopted the attached report proposing text amendments to the Burnaby Zoning Bylaw to permit the limited sale of liquor and other accessory uses at farmers markets.

Respectfully submitted,

Councillor C. Jordan
Chair

Councillor D. Johnston
Vice Chair

Councillor S. Dhaliwal
Member

Copied to:	City Manager Director Planning & Building Director Engineering Chief Licence Inspector City Solicitor
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Meeting 2015 November 24

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
PLANNING AND DEVELOPMENT COMMITTEE

DATE: 2015 November 19

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 42000 20
Reference: Bylaw Text Amendment

**SUBJECT: PROPOSED ZONING BYLAW TEXT AMENDMENT -
PERMITTED USES IN FARMERS MARKETS**

PURPOSE: To propose text amendments to the Burnaby Zoning Bylaw to permit the limited sale of liquor and other accessory uses at farmers markets.

RECOMMENDATIONS:

1. **THAT** Council be requested to authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.0 of this report, for advancement to First Reading on 2015 December 14 and to Public Hearing on 2016 January 26 at 7:00 pm.
2. **THAT** a copy of this report be sent to Artisan Farmers Market Society, Box 74589, Kitsilano P.O., Vancouver, BC V6K 4P4.

REPORT**1.0 INTRODUCTION**

As part of the ongoing review of the Burnaby Zoning Bylaw, which usually takes place in the context of development enquiries and discussions regarding the intent of the bylaw and the general need to update it, text amendments are brought forward from time to time. These text amendment reports are submitted in order to provide clarification and improvements to the wording of the bylaw, and to respond to changes in related legislation and forms of development, land uses and social trends.

In this case, the proposed text amendments respond to new Provincial legislation that allows manufacturers to sell and offer samples of liquor at farmers markets, and seek to clarify that the full range of activities customary to farmers markets are permitted on an accessory basis. As detailed below, this report recommends that the uses permitted in the P2g Public Assembly and Administration District be amended to permit limited liquor sales and other accessory uses, such as wellness services and community activities, in association with farmers markets.

To: Planning and Development Committee
 From: Director Planning and Building
 Re: Burnaby Zoning Bylaw Text Amendment – Farmers Markets
 2015 November 19..... Page 2

2.0 BACKGROUND INFORMATION

- 2.1 On 2008 January 14, Council gave Final Adoption to an amendment to the Burnaby Zoning Bylaw that established the P2g Administration and Assembly District, with “farmers markets for the retail sale of agricultural products, prepared foods and crafts” as a permitted use. The intent of the amendment was to enable the establishment of a seasonal farmers market in the north parking lot at City Hall.
- 2.2 Since 2008, Artisan Farmers Market Society has operated the Burnaby Farmers Market on Saturdays, from May to October, at this location (with the exception of the 2011 season, when the market was held at Burnaby Village Museum). The terms of operation for the market are governed by a Licensing Agreement with the City, which is renewed annually.
- 2.3 On 2014 June 21, the Province amended the *Liquor Control and Licensing Act* to permit the sale of BC manufactured liquor at farmers markets. Under the *Act*, licensed manufacturers may sell and offer samples of beer, wine, cider and spirits at farmers markets, subject to approval from market management and compliance with local bylaws. All vendors must have Farmers Market Authorization from the Liquor Control and Licensing Branch (LCLB). A full outline of LCLB requirements is provided in Section 3.2 below.

3.0 PROPOSED ZONING BYLAW AMENDMENTS

3.1 Accessory Uses

Farmers markets function not only as retail sales venues but as community gathering places. As such, activities that promote community involvement and a festival atmosphere are commonly found at farmers markets. These activities, which are typically accessory to the principal retail use, include the following:

- live music and entertainment
- non-profit community group information booths
- book exchanges
- children’s activities
- wellness services

These accessory activities are offered at the Burnaby Farmers Market and have helped the market become an established and well attended community event, as evidenced by Artisan Farmers Market Society observations of yearly growth in attendance and interest from vendors. These activities are consistent with the original vision for the market, which, as stated in the 2007 October 18 report, was to help create a “sense of community and vitality for the City through a wholesome community event” that could serve as a community gathering place.

To: Planning and Development Committee
 From: Director Planning and Building
 Re: Burnaby Zoning Bylaw Text Amendment – Farmers Markets
 2015 November 19..... Page 3

In order to ensure that these activities are formally recognized in conjunction with the principal use of marketing agricultural products, prepared foods, and crafts, it is recommended that the bylaw be amended to permit these uses on an accessory basis.

3.2 Liquor Sales

In 2014 June 21, the Province amended the *Liquor Control and Licensing Act* to permit sale of BC manufactured liquor at farmers markets. Under the *Act*, licensed manufacturers may sell and offer samples of beer, wine, cider and spirits at farmers markets, subject to approval from market management and compliance with local bylaws. Licensing is obtained by the manufacturer, who must already possess an on-site store endorsement in order to obtain the necessary Farmers Market Authorization. Sales can only occur at a farmers market managed by a registered Society and comprised of at least six vendors.

Markets have no obligation to host liquor vendors, and need no authorization from the LCLB should they choose to do so. Markets can limit the number of vendors and the type of liquor sold. As with any vendor, markets must provide the invited liquor vendors with a defined sales area, within which all sales and sampling will occur. Patrons may not remove samples from the sales area.

Other LCLB regulations include the following:

- Sales may occur only between the hours of 9:00 a.m. and 11:00 p.m.
- Licensees may sell only the products registered to the licence and permitted in the manufacturer's on-site store. All market sales must be reported as usual through the on-site store endorsement.
- Staff at the market stall must have Serving it Right certification and must not be minors.
- Licensees may not charge for samples and sample sizes are restricted as follows (per person per day):
 - Wine: 20 ml for a single product and 30 ml for multiple products
 - Spirits: 10 ml for a single product and 20 ml for multiple products
 - Beer/Cider/Coolers: 30 ml for a single product and 45 ml for multiple products

Currently, the Burnaby Zoning Bylaw permits private liquor sales only in "licensee retail stores" (LRS), which is defined in Section 3 as

a store licensed under the provisions of the Liquor Control and Licensing Act to sell liquor for off-premises consumption and includes an agency store established under the provisions of the Liquor Distribution Act.

To: Planning and Development Committee
 From: Director Planning and Building
 Re: Burnaby Zoning Bylaw Text Amendment – Farmers Markets
 2015 November 19..... Page 4

LRS are permitted only in the C2a Community Commercial District and the C3a General Commercial District. In addition, LRS are subject to the Council-adopted Liquor Store Location Framework, which seeks an appropriate balance between Liquor Distribution Branch (LDB) locations and private Liquor Retail Stores (LRS), and to additional locational guidelines that require consideration of surrounding uses.

The scale of liquor sales at farmers markets is considerably less than found in LRS, due to the relatively small size of vendor booths and available stock on hand, and limitations on the number of liquor vendors. At the Burnaby Farmers Market, the maximum booth size is 18.6 m² (200 ft²) and it is recommended that the number of liquor vendors be limited. For these reasons, it is anticipated that the addition of liquor sales as a permitted use in the P2g District, on an accessory basis, would have little impact on liquor sales in Burnaby as a whole and should therefore be exempt from the Liquor Store Location Framework. In order to ensure that liquor sales are maintained at an accessory level, it is recommended that the bylaw permit a maximum of three liquor vendors per market. This number represents 7.5% of the approximately 40 vendors present each week at the market.

Regarding sampling, the permitted sampling amounts per customer are small (less than 100 ml in total) and are not expected to contribute to nuisance behaviour. Moreover, the only existing P2g District property is the site of the Burnaby Farmers Market at City Hall, which is subject to a Licence Agreement with the City that can be reviewed should any concerns arise.

Overall, it is anticipated that the addition of a limited number of liquor vendors would enhance the experience of marketgoers by providing a wider product selection and the opportunity to sample locally produced liquor products in a community-oriented setting.

3.3 Recommended Bylaw Amendment

In order to implement the recommendations discussed above, the following amendment to the Burnaby Zoning Bylaw is proposed:

1. **THAT** Section 502.1B (Uses Permitted in a P2g Zoning District) be amended to permit liquor sales and other accessory uses in conjunction with farmers markets, consistent with the following:

...(2) Farmers markets for the retail sale of agricultural products, prepared foods and crafts, and the following accessory uses: non-amplified entertainment, personal services including massage and similar wellness services, community information booths, book exchange programs, children's recreational activities, and, for each market, a maximum of three licensed liquor manufacturers authorized to sell at farmers markets under the BC Liquor Control and Licensing Act.

To: Planning and Development Committee
 From: Director Planning and Building
 Re: Burnaby Zoning Bylaw Text Amendment – Farmers Markets
 2015 November 19..... Page 5

4.0 CONCLUSION

The above amendment is proposed in order to expand the uses permitted in the P2g Assembly and Public Administration District to include a range of accessory uses customarily found at farmers markets, as well as limited sales and sampling of BC produced liquor. It is recommended that Council approve the proposed text amendment outlined in Section 3.0 of this report for advancement to First Reading on 2015 December 14 and Public Hearing on 2016 January 26 at 7:00 p.m.



Lou Pelletier, Director
 PLANNING AND BUILDING

LF/MS:tn

cc: City Manager
 Director Engineering
 Chief Licence Inspector
 City Solicitor
 City Clerk

P:\Lily Ford\Bylaw Amendments\Bylaw Text Amendments -P2g Farmers Market.docx



MANAGER'S REPORT December 07, 2015

Unless otherwise noted, the departmental recommendations contained in this Manager's Report are approved and recommended by the City Manager to the Mayor and Council

HIS WORSHIP THE MAYOR AND MEMBERS OF COUNCIL;

The following report is submitted for your consideration:

Item

01 **UNSIGHTLY PREMISES AT 8062 ELEVENTH AVENUE**

PURPOSE: To obtain Council authority to have City staff and/or agents enter onto the property at 8062 Eleventh Avenue in order to bring the property into compliance.

02 **CONTRACT AWARD SAP ANNUAL SOFTWARE AND MAINTENANCE SUPPORT**

PURPOSE: To obtain approval to award a seven year contract for the annual SAP Software and Enterprise Maintenance Support.

03 **CONTRACT AMENDMENT MICROSOFT SOFTWARE LICENSING**

PURPOSE: To obtain Council approval to award a contract for the purchase of database and server software licences.

04 **CONTRACT AWARD 2016-01 GILPIN STREET – PRESSURE REDUCING VALVE AND WATERMAIN STATION**

PURPOSE: To obtain Council approval to award a contract for the Gilpin Street pressure reducing valve and watermain station.

Item

**05 CONTRACT AMENDMENT
 2014 LOCAL AREA SERVICE PROGRAM**

PURPOSE: To obtain Council approval for a contract amendment for engineering and contract administration services related to the 2014 Local Area Service Program.

**06 CONTRACT AWARD
 ANIMAL CONTROL AND SHELTER SERVICES**

PURPOSE: To obtain approval to award a two year contract for the operation of the City's animal shelter and the provision of enforcement services for the Animal Control Bylaw.

Yours respectfully,

A handwritten signature in black ink, appearing to read 'Chad Turpin', with a long horizontal flourish extending to the right.

Chad Turpin
Acting City Manager



Item.....
Meeting.....2015 Dec 07

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2015 December 02

FROM: DIRECTOR FINANCE **FILE:** 4800-20

SUBJECT: UNSIGHTLY PREMISES AT 8062 ELEVENTH AVENUE

PURPOSE: To obtain Council authority to have City staff and/or agents enter onto the property at 8062 Eleventh Avenue in order to bring the property into compliance.

RECOMMENDATION:

1. **THAT** Council authorize City staff and/or agents to enter the property at 8062 Eleventh Avenue to remove and dispose of all overgrowth and debris contributing to the unsightliness of the property at the expense of the property owner as permitted under the Burnaby Unsightly Premises Bylaw No. 5533.

REPORT

In April of 2015, the Licence Office received a complaint alleging that the property located at 8062 Eleventh Avenue was unsightly. Site inspections performed by staff revealed large amounts of overgrowth and discarded furniture in the front, rear and side yards contrary to the Burnaby Unsightly Premises Bylaw.

In order to achieve voluntary compliance, staff has made several unsuccessful attempts to make contact with the property owners or other persons responsible for the property. Two compliance letters were sent to the property owners on 2015 April 22, and 2015 June 19, however staff later discovered the correspondence in an overflowing mailbox during a subsequent inspection. Repeated staff inspections of the property have not found any person(s) residing at the property and the property remains in an unsightly state accumulating additional debris. Neighbours have advised staff that the house has been vacant for approximately one year.

Under the provisions of the Burnaby Unsightly Premises Bylaw No. 5533, Council may authorize the municipality by its workmen and others to enter the property and effect removal of the unsightly material at the expense of the property owner(s). If the charge for the removal of unsightly materials remains unpaid on the 31st day of December of the year in which the expenses are incurred, the expense shall be added to and form part of the taxes payable in respect of that property as taxes in arrears. An estimate of \$10,000 for the cost to perform the cleanup at 8062 Eleventh Avenue has been provided by the City's Engineering Department.

To: City Manager
From: Director Finance
Re: UNSIGHTLY PREMISES AT 8062 ELEVENTH AVENUE
2015 December 02..... Page 2

It is recommended that Council authorize City staff and/or agents to enter the property at 8062 Eleventh Avenue to remove and dispose of all overgrowth and debris contributing to the unsightliness of the property at the expense of the property owner owner as permitted under the Burnaby Unsightly Premises Bylaw 1969 No. 5533.



Denise Jorgenson
DIRECTOR FINANCE

DJ:RR:CH /ml

Attachment: 1. Pictures of 8062 Eleventh Avenue

Copied to: Director Engineering

To: City Manager
From: Director Finance
Re: UNSIGHTLY PREMISES AT 8062 ELEVENTH AVENUE
2015 December 02..... Page 3



COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2015 December 02

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: 193-11/15

SUBJECT: CONTRACT AWARD
SAP ANNUAL SOFTWARE AND MAINTENANCE SUPPORT

PURPOSE: To obtain approval to award a seven year contract for the annual SAP Software and Enterprise Maintenance Support.

RECOMMENDATION:

1. **THAT** Council approve the award of additional purchases to Microsoft Inc. for a total cost of \$374,171.62 including GST and PST in the amount of \$40,089.82 as outlined in this report

REPORT

The contract award is for a seven year period from June 2015 to May 2022. The annual amount for the first year of the contract is \$614,387 which represents an increase of 1.36% over the prior year. The total value of the contract over the seven year term is \$4,615,963 with a total incremental increase of 5% by 2022.

A Notice of Intent to contract was advertised publically and the City did not register any objections by the closing time on 2015 November 25. The work of this contract includes the annual software and maintenance support of the Enterprise Resource Planning (ERP) System purchased from SAP Canada Inc.

The recommended company, SAP Canada Inc., has completed the previous contract to the satisfaction of the City. Staff review indicates that the contractor has the resources and industry knowledge to successfully complete the work required under this contract. The Chief Information Officer concurs with this recommendation.

Funding for this requirement is included in the 2015 – 2019 Annual Financial Plan.



Denise Jorgenson
DIRECTOR FINANCE

GC:kh

cc: Chief Information Officer
City Manager
City Solicitor



Item.....
Meeting..... 2015 Dec 07

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2015 December 02

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: 4100096369

**SUBJECT: CONTRACT AMENDMENT
MICROSOFT SOFTWARE LICENSING**

PURPOSE: To obtain Council approval to award a contract for the purchase of database and server software licences.

RECOMMENDATION:

1. **THAT** Council approve the award of a contract for the purchase of database and server software licences to Microsoft Inc. for a total cost of \$374,171.62 including GST and PST in the amount of \$40,089.82 as outlined in this report.

REPORT

The City has deployed a wide base of Microsoft products for a range of business and technical functions including desktop operating and productivity software, communications software, server operating systems and database management software.

This additional purchase of Microsoft database and server software licences is to support the LIPS project. The full hardware and software configuration for LIPS involves separate server environments for production, quality assurance/testing, development and training. Each of these environments requires underlying Microsoft database and server software licences to support the Tyler EnerGov business application. The design configuration also includes provision for fault-tolerant fail-over in the event of a production hardware failure. The Chief Information Officer has reviewed the agreement and concurs with this recommendation.

Funding for this licencing agreement is provided within the IT Capital Budget of the 2015-2019 Financial Plan under WBS Element AEA.0025.

Denise Jorgenson
DIRECTOR FINANCE

CA:SD/kh

cc: City Manager
Chief Information Officer
Deputy City Managers



Item.....
Meeting2015 Dec 07

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2015 December 01

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: 2016-01

SUBJECT: CONTRACT AWARD 2016-01
GILPIN STREET – PRESSURE REDUCING VALVE AND
WATERMAIN STATION

PURPOSE: To obtain Council approval to award a contract for the Gilpin Street pressure reducing valve and watermain station.

RECOMMENDATION:

1. **THAT** Council approve a contract award to Sandpiper Contract LLP for a total cost of \$606,885.30 including GST in the amount of \$28,899.30 as outlined in this report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

REPORT

Eleven tender submissions, with two pipe product options, ranging from \$601,856.85 to \$934,510.50 were received by the closing time on 2015 November 17. The work of this contract includes the supply and installation of a pre-packaged pressure reducing valve station including electrical kiosk with slab, flow meter, all related site utilities and appurtenances, approximately 450m of ductile iron pipe and associated restoration work.

The lowest tenderer, Sandpiper Contract LLP, submitted two options. The consultant recommends the award in accordance with the original specification option. Sandpiper Contract LLP has completed several contracts to the satisfaction of the City. Our consultant's review indicates the contractor has the equipment and personnel capacity to successfully complete the work required under this contract. The Director Engineering concurs with the above recommendation.

Funding has been provided for this capital work within the 2015 – 2019 Capital Plan under the following WBS elements: EJA.0014 (335,400) and EJB.0006 (242,400).

Denise Jorgenson
DIRECTOR FINANCE

GC:SC/ts

cc: Director Engineering



Item
Meeting2015 Dec 07

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2015 December 02

FROM: DIRECTOR FINANCE **FILE:** 5820-20

SUBJECT: **CONTRACT AMENDMENT** *Reference:* 14-01/14

2014 LOCAL AREA SERVICE PROGRAM

PURPOSE: To obtain Council approval for a contract amendment for engineering and contract administration services related to the 2014 Local Area Service Program.

RECOMMENDATION:

1. **THAT** Council approve a contract amendment of \$25,284.00 including GST in the amount of \$1,204.00 to R.F. Binnie & Associates Ltd. for a total cost of \$268,112.29 as outlined in this report.

REPORT

On 2014 May 21, the City Manager awarded a contract to R.F. Binnie & Associates Ltd. for engineering design and construction services relating to the 2014 Local Area Service Program (LASP) (E2/2014) in the amount of \$207,788.00 including GST. Since the award of this contract there have been change order approvals valued at \$35,040.30 including GST, as the result of adding additional sites to the LASP program (Rayside Avenue and RCMP Parking). Additional engineering consulting work in the amount of \$25,284.00 including GST of \$1,204.00 related to additional site inspection and contract administration services is required to be performed by R.F. Binnie & Associates Ltd.

The Director Engineering concurs with this recommendation.

Funding has been provided for this capital work within the 2015 – 2019 Capital Plan under the following WBS element: ECC.0009 (\$24,100).

Denise Jorgenson
DIRECTOR FINANCE

GC:SC/ts

cc: Director Engineering



Item.....
Meeting..... 2015 Dec 07

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2015 December 02

FROM: DIRECTOR FINANCE **FILE:** 163-09/15

**SUBJECT: CONTRACT AWARD
ANIMAL CONTROL AND SHELTER SERVICES**

PURPOSE: To obtain approval to award a two year contract for the operation of the City's animal shelter and the provision of enforcement services for the Animal Control Bylaw.

RECOMMENDATION:

1. **THAT** Council approve a two year contract award to British Columbia Society for the Prevention of Cruelty to Animals (BCSPCA) for an estimated total cost of \$1,191,823.96 as outlined in this report.

REPORT

One submission for this contract was received by the closing time on 2015 October 27. The work of this contract includes animal care, operation of the Burnaby animal shelter and animal control services.

The contract award is for a two year period from 2016 January 01 to 2017 December 31, with options for three additional individual one year extensions at the discretion of the City. The amount for the first year of contract is \$590,011.86, which represents a 2% increase on the existing contract. The second year is subject to annual Consumer Price Index (CPI) increases and is estimated at \$601,812.10 (which includes a 2% projected increase). All subsequent years would also be subject to CPI increases.

The recommended company, BCSPCA, has completed the several contracts to the satisfaction of the City. Staff review indicates that the contractor has the resources to successfully complete the work required under this contract. The Director Parks, Recreation, and Cultural Services concurs with this recommendation.

Funding for this requirement is included in the 2015 – 2019 Annual Financial Plan.

Denise Jorgenson
DIRECTOR FINANCE

GC:ts

cc: City Manager
City Solicitor