



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

**OPEN PUBLIC MEETING AT 7:00 PM**  
**Monday, 2016 January 18**

---

**A G E N D A**

<b>1.</b>	<b><u>CALL TO ORDER</u></b>	<b><u>PAGE</u></b>
<b>2.</b>	<b><u>PROCLAMATIONS</u></b>	
	A) Eating Disorder Awareness Week (2016 February 01 - 07)	
<b>3.</b>	<b><u>MINUTES</u></b>	
	A) Open Council Meeting held on 2015 December 14	1
<b>4.</b>	<b><u>DELEGATIONS</u></b>	
	A) Helen Hee Soon Chang Re: Correction of Information <u>Speaker:</u> Helen Hee Soon Chang	17
	B) Canadian Wildlife Service - Environment Canada Re: Species at Risk Act <u>Speaker:</u> Danielle Prevost	18
	C) South Coast Conservation Program Re: Opportunities to Protect Species and Ecosystems at Risk <u>Speaker:</u> Christine Cooper, Conservation Planner	19
<b>5.</b>	<b><u>CORRESPONDENCE</u></b>	
	A) Burnaby Power and Sail Squadron Re: Request to Post Signs (see note)	20

**6. REPORTS**

- A) City Manager's Report, 2016 January 18 22

**7. MANAGER'S REPORTS**

- 1. LICENCE AGREEMENT - BURNABY LAKE ROWING CLUB 24**

Purpose: To request renewal of an operating agreement with the Burnaby Lake Rowing Club (BLRC) for an additional five year term beginning 2016 January 01 and ending on 2020 December 31.

- 2. 7917 MEADOWOOD DRIVE, BURNABY, BC 27**  
**LOT 183, DL 142, PLAN NWP 63855**

Purpose: 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.

- 3. STRATA TITLE APPLICATION #15-02 30**  
**7369 STRIDE AVENUE**

Purpose: To obtain Council authority for strata titling of an existing occupied two-family dwelling.

- 4. BUILDING PERMIT TABULATION REPORT NO. 12 FROM 33**  
**2015 DECEMBER 01 - 2015 DECEMBER 31**

Purpose: To provide Council with information on construction activity as reflected by the building permits that have been issued for the subject period.

- 5. 2016 FMC MEMBERSHIP DUES 35**

Purpose: To seek Council approval for payment of Federation of Canadian Municipalities 2016 Membership Dues.

- 6. EXTERNAL CONFERENCE/TRAINING AUTHORIZATION 37**

Purpose: To request Council's approval for training expenses.

**7. CONTRACT AWARD E20/2016 38**  
**2016 KAYMAR CREEK EROSION MITIGATION PROJECT**

Purpose: To obtain Council approval to award a contract for civil engineering and construction services for the 2016 Kaymar Creek Erosion Mitigation Project.

**8. BYLAWS**

**A) First, Second and Third Reading**

- A) #13559 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 1, 2016 **13559**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$18,344,000 to finance 2016 Engineering Capital Infrastructure Road  
(Item 5(5), Manager's Report, Council 2015 December 14)
- B) #13560 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 2, 2016 **13560**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$6,129,000 to finance 2016 Engineering Capital Infrastructure Storm Sewer  
(Item 5(8), Manager's Report, Council 2015 December 14)
- C) #13561 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 3, 2016 **13561**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$3,135,000 to finance 2016 Engineering Capital Infrastructure Traffic Management  
(Item 5(9), Manager's Report, Council 2015 December 14)
- D) #13562 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 4, 2016 **13562**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$311,000 to finance 2016 Engineering Capital Infrastructure Vehicle Acquisition & Replacement  
(Item 5(10), Manager's Report, Council 2015 December 14)
- E) #13563 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 5, 2016 **13563**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund -

\$5,216,000 to finance 2016 Engineering Capital Building Infrastructure  
(Item 5(11), Manager's Report, Council 2015 December 14)

- F) #13564 - Burnaby Local Improvement Fund Expenditure **13564**  
Bylaw No. 1, 2016  
A bylaw authorizing the expenditure of monies in the Local Improvement Fund - \$645,000 for the construction of roadworks on Mayfield Street from Canada Way to 6th Street (Bylaw #13546)  
(Item 7(B), Certificate of Sufficiency, Council 2015 November 23)
- G) #13565 - Burnaby Local Improvement Fund Expenditure **13565**  
Bylaw No. 2, 2016  
A bylaw authorizing the expenditure of monies in the Local Improvement Fund - \$112,000 for the construction of streetlighting on Mayfield Street from Canada Way to 6th Street (Bylaw #13547)  
(Item 7(B), Certificate of Sufficiency, Council 2015 November 23)
- H) #13566 - Burnaby Local Improvement Fund Expenditure **13566**  
Bylaw No. 3, 2016  
A bylaw authorizing the expenditure of monies in the Local Improvement Fund - \$117,000 for the construction of lane off Dow Avenue, from Rumble Street to Southwood Street (Bylaw #13548)  
(Item 7(B), Certificate of Sufficiency, Council 2015 November 23)

**B) Consideration and Third Reading**

- I) #13490 - Burnaby Zoning Bylaw 1965, Amendment Bylaw **13490**  
No. 20, 2015 - Rez. #14-10 (4221 & 4227 Hastings Street From C8 Urban Village Commercial District (Hastings) to CD Comprehensive Development District (based on C8 Urban Village Commercial District, Hastings Street Area Plan guidelines and in accordance with the development plan entitled "Hastings and Carleton" prepared by Chandler Associates Architecture Inc.) Purpose – to permit the construction of a five-storey mixed-use development, with commercial/retail at grade, and residential uses above  
(Item 4(3), Manager's Report, Council 2015 June 22)

**Memorandum - Director Planning & Building - 2016 January 13 - Page 39**

**C) Reconsideration and Final Adoption**

- J) #13465 - Burnaby Zoning Bylaw 1965, Amendment Bylaw **13465**  
No. 13, 2015 - Rez. #14-14 (Suite LM100 - 4664 Lougheed

Highway)  
From CD Comprehensive Development District (based on M5 and M5L Light Industrial District and Brentwood Town Centre Development Plan as guidelines) to Amended CD Comprehensive Development District (based on M5 Light Industrial District, P1 Neighbourhood Institutional District and Brentwood Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "CEFA Early Learning" prepared by ph5 architecture) Purpose - to permit the operation of a child care facility for 152 children  
(Item 7(5), Manager's Report, Council 2015 March 30)

**Memorandum - Director Planning & Building - 2016 January 13 - Page 45**

- K) #13545 - Burnaby Highway Closure Bylaw No. 5, 2015 **13545**  
(Road Closure #15-02)  
A bylaw to close and remove the dedication of certain portions of highway - closure of portions of Sumas Street road allowance adjacent 4756 Lougheed Highway; lane allowance adjacent 4874 Lougheed Highway; and road allowance between 4828 and 4829 Dawson Street (all those portions of road in District Lot 124, Group 1, New Westminster District, dedicated as road by Plan 15493 containing 0.265 ha; dedicated as road by Plan 15493 containing 187.9m<sup>2</sup>; and dedicated as road by Plan 15493 containing 202.3m<sup>2</sup>) shown outlined and described as "Parcel 1", "Parcel 2", and "Parcel 3", respectively on Reference Plan prepared by Jesse Morin, B.C.L.S.  
(Item 5(1), Manager's Report, Council 2015 July 06)
- L) #13556 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 30, 2015 **13556**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$1,400,000 to finance Deer Lake Centre / West Building Interior Renovations  
(Item 5(E), FMC Report, Council 2015 December 07)

9. **NEW BUSINESS**

10. **INQUIRIES**

11. **ADJOURNMENT**



## **COUNCIL MEETING MINUTES**

**Monday, 2015 December 14**

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 December 14 at 7:00 p.m.

### **1. CALL TO ORDER**

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

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

STAFF: 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  
Mr. D. Back, City Clerk  
Ms. K. O'Connell, Deputy City Clerk

His Worship, Mayor Derek R. Corrigan called the Open Council meeting to order at 7:02 p.m.

## 2. **PRESENTATION**

- A) Coquitlam Search & Rescue**  
**Re: Mobile Command Center Update**  
**Speakers: John Simpson and Al Thomas**

**Mr. John Simpson** and **Mr. Al Thomas** appeared before Council, on behalf of Coquitlam Search and Rescue, to thank Council for the financial contribution (\$10,000) to the new Mobile Command Centre Vehicle. The speaker noted that Coquitlam Search and Rescue is comprised of 52 volunteers that generously give their expertise, energy and time to their own community and when called on, surrounding municipalities. The new Mobile Command Centre will allow Coquitlam Search and Rescue to continue to assist local authorities and save lives.

## 3. **MINUTES**

- A) Open Council Meeting held 2015 December 07**

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

THAT the minutes of the Open meeting held on 2015 December 07 be adopted.

CARRIED UNANIMOUSLY

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

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

CARRIED UNANIMOUSLY

## 4. **REPORTS**

- A) Financial Management Committee**  
**Re: 2016 - 2020 Provisional Financial Plan**

The Financial Management Committee submitted the 2016-2020 Provisional Financial Plan which incorporates a proposed 2.95 % average residential property tax increase. This increase is required to fund operational and inflationary increases. The public will be asked to provide input and feedback on the Financial Plan in early 2016.

The Financial Management Committee recommended:

1. THAT Council receive the 2016-2020 Provisional Financial Plan.

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

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

**B) Traffic Safety Committee**  
**Re: 2016 Local Area Service Program for Speed Humps**

The Traffic Safety Committee submitted a report seeking Council approval for the 2016 speed hump and street programs to proceed to the Local Area Service Program (LASP) process.

The Traffic and Safety Committee recommended:

1. THAT Council advance the requested speed humps, as discussed and recommended in this report, to the 2016 LASP process.
2. THAT Council send a copy of this report to the residents who requested speed humps as part of the 2016 LASP.

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

THAT the recommendations of the Traffic Safety Committee be adopted.

CARRIED UNANIMOUSLY

**C) City Manager's Report, 2015 December 14**

**5. MANAGER'S REPORTS**

**1. REZONING REFERENCE #15-13**  
**MULTIPLE FAMILY INFILL DEVELOPMENT**  
**HASTINGS STREET AREA PLAN**

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

The City Manager recommended:



1. THAT the sale be approved of City-owned property for inclusion within the subject development site in accordance with the terms outlined in Section 3.4 of this report, and subject to the applicant pursuing the rezoning proposal to completion.
2. 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.
3. 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 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.
- d) The submission of an undertaking to remove all existing improvements from the site within six months of the rezoning being effected but not prior to Third Reading of the Bylaw.

Demolition of any improvements will be permitted after Second Reading of the Rezoning Bylaw has been granted provided that the applicant acknowledges that such permission does not fetter Council's ability to grant or not to grant Third Reading and/or Final Adoption of the Rezoning Bylaw. In addition, the demolition of any improvements will be permitted at any time if they are vacant and considered by staff to be subject to misuse and vandalism.

- e) The completion of the sale of City property.
- f) The consolidation of the net project site into one legal parcel.
- g) The granting of any necessary statutory rights-of-way, easements and/or covenants including the granting of Section 219 Covenants:
  - a. restricting enclosure of balconies; and
  - b. assuring that any individually secured parking spaces allocated to a specific residential unit cannot be utilized for any other purpose.

- h) The review of a detailed Sediment Control System by the Director Engineering.
- i) The pursuance of Storm Water Management Best Practices in line with established guidelines.
- j) The provision of an adequately sized and appropriately located garbage handling and recycling material holding space to the approval of the Director Engineering and a commitment to implement the recycling provisions.
- k) The provision of facilities for cyclists in accordance with this report.
- l) The deposit of the applicable Parkland Acquisition Charge.
- m) The deposit of the applicable GVS & DD Sewerage Charge.
- n) The deposit of the applicable School Site Acquisition Charge.
- o) The submission of a written undertaking to distribute area plan notification forms, prepared by the City, with disclosure statements; and, to post area plan notification signs, also prepared by the City, on the development site and in the sales office in prominent and visible locations prior to Third Reading, or at the time marketing for the subject development commences, whichever is first, and remain posted for a period of one year, or until such time that all units are sold, whichever is greater.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

## **2. ANTENNA DEVELOPMENTS IN THE P2 DISTRICT**

The City Manager submitted a report from the Director Planning and Building proposing text amendments to the Burnaby Zoning Bylaw regarding regulation of antennas in the P2 Administration and Assembly District.

The City Manager recommended:

1. THAT Council authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 2.0 of this report, and that the bylaw be advanced to First Reading on 2015 December 14 and to a Public Hearing on 2016 January 26 at 7:00 pm

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

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**3. BUILDING PERMIT TABULATION REPORT NO. 11  
FROM 2015 NOVEMBER 01 - 2015 NOVEMBER 30**

The City Manager submitted a report from the Director Planning and Building providing 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

**4. MURAL GRANT APPLICATION FOR 7611 EDMONDS STREET**

The City Manager submitted a report from the Director Planning and Building seeking Council funding approval for the restoration of the existing Wolf Mural at 7611 Edmonds Street as part of the 2015 Burnaby Mural Program.

The City Manager recommended:

1. THAT the request for a grant of \$1,270.50 for the restoration of the existing Wolf Mural at 7611 Edmonds Street be approved as part of the City of Burnaby Mural Program.
2. THAT a copy of this report be forwarded to Lindy McQueen Chair of EPIC Community Group.
3. THAT a copy of this report be forwarded to Todd Polich, artist and founder of Earth Foundation Conservation Society at 4272 Alderwood Court, Burnaby BC V5G 2G8.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**5. 2016 ENGINEERING CAPITAL INFRASTRUCTURE ROAD  
BYLAW FUNDING REQUEST**

The City Manager submitted a report from the Director Engineering seeking Council funding approval for the 2016 road capital improvements.

The City Manager recommended:

1. THAT Council approve the capital expenditure of \$17.525 Million for roadwork capital improvements, as outlined in this report.
2. THAT Council to authorize staff to bring down a Capital Reserves Bylaw in the amount of \$18.344 Million (inclusive of GST) to finance the capital programs as outlined in this report.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**6. 2016 ENGINEERING CAPITAL INFRASTRUCTURE WATER  
FUNDING REQUEST**

The City Manager submitted a report from the Director Engineering seeking Council funding approval for the 2016 Water capital improvements.

The City Manager recommended:

1. THAT Council approve capital expenditures of \$13.398 Million for infrastructure programs as outlined in this report.
2. THAT Council authorize staff to fund from the Waterworks Utility Capital Fund the amount of \$14.024 million (inclusive of GST) to finance the capital programs as outlined in this report.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**7. 2016 ENGINEERING CAPITAL INFRASTRUCTURE SANITARY  
SEWER FUNDING REQUEST**

The City Manager submitted a report from the Director Engineering seeking Council funding approval for the 2016 Sewer capital improvements.

The City Manager recommended:

1. THAT Council approve capital expenditures of \$12.116 Million for infrastructure programs as outlined in this report.
2. THAT Council authorize staff to fund from the Sanitary Sewer Capital Fund the amount of \$12.682 million (inclusive of GST) to finance the capital programs as outlined in this report.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**8. 2016 ENGINEERING CAPITAL INFRASTRUCTURE STORM  
SEWER BYLAW FUNDING REQUEST**

The City Manager submitted a report from the Director Engineering seeking Council funding approval for 2016 Storm Sewer capital improvements.

The City Manager recommended:

1. THAT Council approve the capital expenditure of \$5.855 Million for Storm Sewer capital improvements, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$6.129 Million (inclusive of GST) to finance the capital programs as outlined in this report.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**9. 2016 ENGINEERING CAPITAL INFRASTRUCTURE TRAFFIC  
MANAGEMENT BYLAW FUNDING REQUEST**

The City Manager submitted a report from the Director Engineering seeking Council funding approval for the 2016 Traffic Management capital improvements.

The City Manager recommended:

1. THAT Council approve the capital expenditure of \$2.995 Million for Traffic Management capital improvements, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$3.135 Million (inclusive of GST) to finance the capital programs as outlined in this report.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**10. 2016 ENGINEERING CAPITAL INFRASTRUCTURE VEHICLE  
ACQUISITION & REPLACEMENT BYLAW FUNDING  
REQUEST**

The City Manager submitted a report from the Director Engineering seeking Council funding approval for 2016 Engineering vehicles.

The City Manager recommended:

1. THAT Council approve the capital expenditure of \$297K for Vehicle replacement and acquisition, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$311K (inclusive of GST) to finance the capital programs as outlined in this report.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**11. 2016 ENGINEERING CAPITAL BUILDING INFRASTRUCTURE  
BYLAW FUNDING REQUEST**

The City Manager submitted a report from the Director Engineering seeking Council funding approval for 2016 City facilities capital projects.

The City Manager recommended:

1. THAT Council approve the capital expenditure of \$4.983 Million for facilities capital projects, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$5.216 Million (inclusive of GST), to finance the capital projects as outlined in this report.

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

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**12. CONTRACT AWARD  
2016 WATERMAIN REPLACEMENT & ROAD  
REHABILITATION PROGRAM - WINDSOR**

The City Manager submitted a report from the Director Finance seeking Council approval to award a contract for the Engineering design and construction administrative services for the 2016 Watermain Replacement & Road Rehabilitation Program - Windsor.

The City Manager recommended:

1. THAT Council approve a contract award to Vector Engineering Services Ltd. for a total cost of \$257,869.19 including GST in the amount of \$12,279.49 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

### **13. CONTRACT EXTENSION - FUEL PRODUCTS**

The City Manager submitted a report from the Director Finance seeking Council approval for a one year contract extension for the supply and delivery of gasoline, diesel, bio-diesel and related fuel products.

The City Manager recommended:

1. THAT Council approve a one year contract extension for the supply and delivery of fuel products with Chevron Canada Ltd. for a total estimated cost of \$3,000,000 including GST in the amount of \$150,000. Final payment will be based on actual delivered quantities and quoted unit pricing.

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

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

### **14. UNSIGHTLY PREMISE AT 4014 NITHSDALE STREET**

The City Manager submitted a report from the Director Finance seeking Council authority for City staff and/or agents to enter onto the property at 4014 Nithsdale Street in order to bring the property into compliance.

The City Manager recommended:

1. THAT Council authorize City staff and/or agents to enter the property at 4014 Nithsdale Street to remove and dispose of all overgrowth, debris and derelict vehicles contributing to the unsightliness of the property, owner as permitted under Burnaby Unsightly Premises Bylaw No. 5533.

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

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. MCDONELL  
SECONDED BY COUNCILLOR N. VOLKOW

THAT the report of the Committee be now adopted.

CARRIED UNANIMOUSLY

## 6. **BYLAWS**

### **First Reading**

- A) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 37, #13553  
2015 - Rez. #14-18 (7007 Jubilee)
- B) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 38, #13554  
2015 - Rez. #15-24 (6755 Canada Way)
- C) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 39, #13555  
2015 - TEXT AMENDMENT (Farmers Markets)
- D) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 40, #13557  
2015 - Rez. #15-13 (4350/56 Albert Street)
- E) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 41, #13558  
2015 - Text Amendment

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

THAT Bylaw No. 13553, 13554, 13555, 13557 and 13558 be now introduced and read a first time.

CARRIED UNANIMOUSLY

**First, Second and Third Reading**

- F) Burnaby Capital Works, Machinery and Equipment Reserve #13556  
Fund Expenditure Bylaw No. 30, 2015

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

THAT Bylaw No. 13556 be now introduced and read three times.

CARRIED UNANIMOUSLY

**Consideration and Third Reading**

- G) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 17, #13214  
2013 - Rez. #06-22 (3812/26/42/54/62 Norfolk Street)
- H) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 14, #13343  
2014 - Rez. #11-21 (7604 Sixth Street)
- I) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 29, #13375  
2014 - Rez. #13-18 (3526 Smith Avenue)
- J) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 19, #13489  
2015 - Rez. #13-20 (4756/4828/74 Lougheed Highway,  
4818/28/29 Dawson Street, 2235/85/2311 Delta Avenue and  
2316 Beta Avenue)
- K) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 22, #13492  
2015 - Rez. #15-03 (8850 University Crescent)

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

THAT Bylaw No. 13214, 13343, 13375, 13489 and 13492 be now considered and read a third time.

CARRIED UNANIMOUSLY

**Third Reading, Reconsideration and Final Adoption**

- L) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 36, #13532  
2015 - TEXT AMENDMENT

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

THAT Bylaw No. 13532 be now read a third time, reconsidered and Finally Adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

**Reconsideration and Final Adoption**

- M) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 2, 2014 #13282  
- Rez. #12-26 (7350 Edmonds Street and 7338 Kingsway)
- N) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 44, #13432  
2014 - Rez. #14-03 (4295 Hastings Street)
- O) Burnaby Local Area Service Construction (Project No. 16- #13546  
106) Bylaw No. 2, 2015
- P) Burnaby Local Area Service Construction (Project No. 16- #13547  
405) Bylaw No. 3, 2015
- Q) Burnaby Local Area Service Construction (Project No. 16- #13548  
602) Bylaw No. 4, 2015
- R) Burnaby Waterworks Regulation Bylaw 1953, Amendment #13549  
Bylaw No. 2, 2015
- S) Burnaby Sewer Parcel Tax Bylaw 1994, Amendment Bylaw #13550  
No. 1, 2015
- T) Burnaby Sewer Charge Bylaw 1961, Amendment Bylaw No. #13551  
1, 2015
- U) Burnaby Capital Works, Machinery and Equipment Reserve #13552  
Fund Expenditure Bylaw No. 29, 2015

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

THAT Bylaw No. 13282, 13432, 13546, 13547, 13548, 13549, 13550, 13551 and 13552 be now reconsidered and Finally Adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

**7. NEW BUSINESS****1st Annual Pat Quinn Classic Tournament**

**Councillor N. Volkow** announced that the 1<sup>st</sup> Annual Pat Quinn Classic hockey tournament is to be held in Burnaby at the Copeland Arena on December 27-30<sup>th</sup>, 2015. There will be 34 teams participating from around the world and the final game will be televised on Shaw TV.

**2016 World Junior Taekwondo Championships**

**Councillor P. McDonell**, announced that the City of Burnaby successfully bid for the 2016 World Junior Taekwondo Championship. The event is expected to include representation from over 100 countries.

**Property Assessment Changes for 2016**

**Councillor C. Jordan** expressed concerns regarding the property assessment notices recently issued by the BC Assessment Authority, noting the negative financial impact on many Burnaby residents that are at risk of an above average tax increase or loss of the Home Owner Grant.

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

THAT the Mayor write a letter to the Minister of Community, Sport and Cultural Development to request property assessments be frozen at 2014 levels in light of the unprecedented increase in assessed property values and in consideration of:

- a) the impact on affordability of housing in the Province; and
- b) the impact on the Home Owner Grant, which has not been adjusted since 2006, and;

THAT copies of this letter be sent to Burnaby MLA's, UBCM and Metro Vancouver municipalities.

CARRIED UNANIMOUSLY

**Happy Holidays and Merry Christmas**

Council wished City of Burnaby staff a Merry Christmas and Happy Holidays, thanking them for all of their hard work and dedication during the past year. Council also extended season's greetings to Burnaby citizens, thanking them for their continued support and engagement.

Council thanked the Shaw Cable volunteers and wished them a Merry Christmas and Happy Holidays.

**8. INQUIRIES**

There were no inquiries brought before Council at this time.

**9. ADJOURNMENT**

MOVED BY COUNCILLOR P. MCDONELL

SECONDED BY COUNCILLOR P. CALENDINO

THAT this Open Council meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Council meeting adjourned at 8:34 p.m.

Confirmed:

Certified Correct:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**Subject:** request to appear as a delegation at Dec.14

**From:** Helen Hee Soon Chang [mailto:[bellandtig@gmail.com](mailto:bellandtig@gmail.com)]

**Sent:** December-04-15 5:00 PM

**To:** Clerks

**Subject:** request to appear as a delegation at Dec.14

Mayor and Council

c/o office of the city clerk

Burnaby City Hall

4949 Canada Way, Burnaby

Attention: City of Burnaby Mayor and Council

I, Helen Hee Soon Chang of Sejong Counselling and Communication Services would like to appear at the Monday, Dec.14, 2015 Council Meeting regarding the following matters:

1. Requesting the City of Burnaby correct the wrong information kept under the presenter's property records.
2. Requesting the Burnaby Board of Education and the school district 41 correct the wrong information they have kept regarding the presenter.

Sincerely,

Helen Hee Soon Chang

3280 Chrisdale Ave. Burnaby, B.C.

778-990-6589

Copied to:  
City Manager  
Dir. Finance  
Chief Licence Inspector  
City Solicitor



Environment  
Canada

Environnement  
Canada

Canadian  
Wildlife Service

Service canadien  
de la faune

Danielle Prevost, 5421 Robertson Rd, Delta, BC, V4K 3Y3  
danielle.prevost@canada.ca 778.836.9407

**DELEGATION**  
**2016 JANUARY 18**

Mayor Derek Corrigan and Council  
Office of the City Clerk  
Burnaby City Hall  
4949 Canada Way  
Burnaby, BC, V5G 1M2

January 8th, 2016

### **Delegation Request**

Danielle Prevost, Canadian Wildlife Service-Environment Canada, will provide input into the Species at Risk Act consultations and protection through local government tools. She seeks to increase awareness of species at risk and of ways to include protection of critical habitat in planning and permitting.

Preferred Date: January 18th, 2016

**Copied to:**

City Manager  
Dir. Engineering  
Dir. Planning and Building



## SOUTH COAST CONSERVATION PROGRAM

Protecting and Restoring at Risk Species and Ecological Communities on BC's South Coast

Christine Cooper, 1753 Charles Street, Vancouver, BC, V5L 2T6  
conservationplanner@sccp.ca 778.300.8890

**DELEGATION  
2016 JANUARY 18**

Mayor Derek Corrigan and Council  
Office of the City Clerk  
Burnaby City Hall  
4949 Canada Way  
Burnaby, BC, V5G 1M2

January 8th, 2016

### Delegation Request

Christine Cooper, Conservation Planner for the South Coast Conservation Program (SCCP), will overview opportunities for the City of Burnaby to protect species and ecosystems at risk (SEAR) on the South Coast of B.C. Specifically, we are asking Council to approve and support staff to work with the SCCP in addressing policy gaps and reducing land use conflict, while complying with federal conservation requirements.

Preferred Date: January 18th, 2016

Copied to:  
City Manager  
Dir. Engineering  
Director Planning and Building





# BURNABY POWER AND SAIL SQUADRON

A UNIT OF CANADIAN POWER SQUADRONS  
PACIFIC MAINLAND DISTRICT



2055 Paulus Crescent  
Burnaby B.C.  
V5A 2M2

January 9 2016

CORRESPONDENCE  
2016 JANUARY 18

Burnaby City Council  
4949 Canada Way  
Burnaby B.C.  
V5G 1M2

Dear Sirs/Madam

I am writing on behalf of the Burnaby Power and Sail Squadron to ask permission to install signs twice a year, on Burnaby property, promoting our safe boating classes. Our Squadron is run strictly by volunteers who teach the classes that run as long as 13 weeks. It is our mission to teach navigation and safe operating procedures to make our waters as safe as possible.

Our classes for 2016 will start on February 16<sup>th</sup>. We plan to install signs on February 9<sup>th</sup>, taking them down on March 4<sup>th</sup>.  
September classes will start on the 6<sup>th</sup>. Signs will be installed August 30<sup>th</sup> and taken down on September 22<sup>th</sup>.

We have purchased new signs, all the same size at 18" X 24", with more concise wording.

Following is a list of the locations we desire to have approval for;

Private residences.

3766 Yale St. on the blvd.  
4879 Willingdon. on the blvd.  
7190 Patterson. on the blvd.  
5560 Moreland Drive. on the blvd  
4075 Sperling Ave. on the blvd.  
4107 Eton Street. on the blvd.  
3996 Oxford Street. on the blvd.  
2055 Paulus Crescent. on the blvd.

Public areas

Rumble & Roseberry. NW corner.  
Marine Drive and Pearl. SW corner.

-2-

Canada Way & Sperlingt. NW corner (Firehall)  
 Canada Way & Imperial. North side of Canada Way.  
 Canada Way & Edmonds. SE corner fence. .  
 10<sup>th</sup> & McBride. West side of 10<sup>th</sup>.  
 Griffith & 18<sup>th</sup>. NW corner fence.  
 Gilley & Imperial. SE corner.  
 Oakland & Gilley. North side of Oakland.  
 Cariboo & Stormont. SE corner.  
 Brighton & Winston. East side of Brighton (Firehall)  
 Kensington & Hastings. NW corner.  
 Holdem & Hastings. NE corner fence.  
 Broadway & Fell Ave. NW corner.  
 1306 Boundary Road. Blvd.  
 3934 1<sup>st</sup> Ave. blvd.  
 Kensington Ave and Sprott. Blvd in front of Copeland Arena.

We would appreciate your consideration to our request to help us in our community endeavors.  
 I look forward to your response at your earliest convenience.

Yours Sincerely

Lorne Reesor



Past Commander.



Copied to:  
 City Manager  
 Dir. Engineering  
 Dir Planning and Building

**NOTE:** In accordance with the Burnaby Street & Traffic Bylaw and Burnaby Sign Bylaw, a motion of Council is required to permit the temporary placement of signs on street right-of-ways.

The request is generally supportable, and Engineering staff will work with the organizers to determine appropriate timing, location and number of signs to be placed on City boulevards. A proliferation of advertising signs throughout the City is not desirable; however we do encourage other established forms of advertising such as banners across City overpasses, bus shelters, bus benches, garbage bins and bike racks.



## MANAGER'S REPORT January 18, 2016

*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 LICENCE AGREEMENT – BURNABY LAKE ROWING CLUB**

**PURPOSE:** To request renewal of an operating agreement with the Burnaby Lake Rowing Club (BLRC) for an additional five year term beginning 2016 January 01 and ending on 2020 December 31.

#### **02 7917 MEADOWOOD DRIVE, BURNABY, BC LOT 183, DL 142, PLAN NWP 63855**

**PURPOSE:** 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.

#### **03 STRATA TITLE APPLICATION #15-02 7369 STRIDE AVENUE**

**PURPOSE:** To obtain Council authority for strata titling of an existing occupied two-family dwelling.

#### **04 BUILDING PERMIT TABULATION REPORT NO. 12 FROM 2015 DECEMBER 01 – 2015 DECEMBER 31**

**PURPOSE:** To provide Council with information on construction activity as reflected by the building permits that have been issued for the subject period.

**Item****05        2016 FCM MEMBERSHIP DUES**

**PURPOSE:** To seek Council approval for payment of Federation of Canadian Municipalities 2016 Membership Dues.

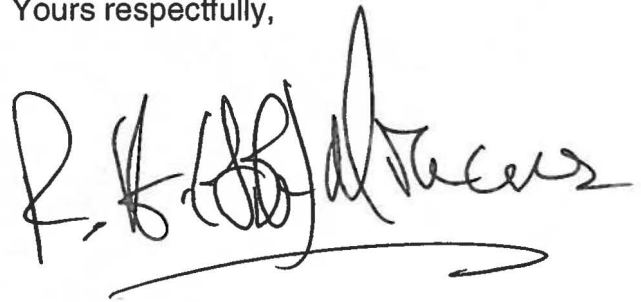
**06        EXTERNAL CONFERENCE/TRAINING AUTHORIZATION**

**PURPOSE:** To request Council's approval for training expenses.

**07        CONTRACT AWARD E20/2016  
2016 KAYMAR CREEK EROSION MITIGATION PROJECT**

**PURPOSE:** To obtain Council approval to award a contract for civil engineering and construction services for the 2016 Kaymar Creek Erosion Mitigation Project.

Yours respectfully,

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

Robert H. Moncur  
City Manager



Item .....
Meeting .....2016 Jan 18

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2015 December 17

**FROM:** DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **FILE:** 9100-25

**SUBJECT:** LICENCE AGREEMENT - BURNABY LAKE ROWING CLUB

**PURPOSE:** To request renewal of an operating agreement with the Burnaby Lake Rowing Club (BLRC) for an additional five year term beginning 2016 January 01 and ending on 2020 December 31.

**RECOMMENDATION:**

1. **THAT** approval be granted to renew an operating agreement with the Burnaby Lake Rowing Club (BLRC) for an additional five year term beginning 2016 January 01 and ending on 2020 December 31 under the terms and conditions outlined in the attached report.

**REPORT**

At its 'Open' Meeting of 2015 December 16, the Parks, Recreation and Culture Commission received the attached report and adopted the two recommendations contained therein.

Dave Ellenwood  
DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

DE:tc

Attachment

P:\Admin\c\Data\Council\151216\Licence Agreement - Burnaby Lake Rowing Club (2016.01.18)

Copied to: Director Finance  
City Solicitor  
Director Planning & Building  
Risk Manager





Item .....	3
Director's Report No. ....	11
Meeting .....	2015 Dec 16

## COMMISSION REPORT

**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION & CULTURE COMMISSION

**FROM:** DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

**SUBJECT:** LICENCE AGREEMENT - BURNABY LAKE ROWING CLUB

**RECOMMENDATIONS:**

1. **THAT** approval be granted to renew an operating agreement with the Burnaby Lake Rowing Club (BLRC) for an additional five year term beginning 2016 January 01 and ending on 2020 December 31 under the terms and conditions outlined in this report.
2. **THAT** Council be requested to concur.

**REPORT**

The Burnaby Lake Rowing Club (BLRC) is a Burnaby based, not-for-profit, small craft paddling organization. The mandate of the BLRC is to promote and encourage the sports of rowing and sculling for the physical, competitive and social well-being of its members. The BLRC has had an operating agreement for the use and allocation of the rowing channel at Burnaby Lake since 2012. The three year agreement is now expired and the club has recently written to request renewal of the contract.

Since the lake was dredged, BLRC has worked diligently to coordinate the use of the lake amongst a number of user groups and events. In consultation with user groups, the City and BLRC have developed an agreement to manage use of the lake which includes rowing, canoeing, kayaking and other recreational activities. BLRC is continuing to experience growth in demand, including enquiries regarding membership and potential regattas.

This agreement allows for paddling activities that remain sensitive to the lake's unique environmental and wildlife requirements and will ensure the City can manage and protect these aspects of the lake. The continuance of this agreement allows BLRC to manage access and scheduling of activities on the rowing course under the supervision of the City.

To: Parks, Recreation & Culture Commission  
 From: Director Parks, Recreation and Cultural Services  
 Re: LICENCE AGREEMENT - BURNABY LAKE  
 ROWING CLUB

..... Page 2

The general business terms of the contract are proposed to be as follows:

1. A license fee of \$2.00 per year for a five year term beginning the 1<sup>st</sup> day of January 2016.
2. Insurance requirements to comply with City standards.
3. The Club to continue to pay the City for the use of the Burnaby Lake Pavilion for any annual allotments for storage facilities including any fees for special events and regattas. Currently, these fees are established with the annual fees and charges guidelines.
4. The Club to submit annual membership and program information.
5. All maintenance of the Club's rowing course, and course buoys will remain the responsibility of the Club.
6. In the event that either party wishes to expand the existing responsibilities, or a development of the existing infrastructure or facilities is to take place, then the agreement can be renegotiated with terms that are mutually beneficial.

It is recommended that approval be given to enter into a licence agreement as outlined in this report.



Dave Ellenwood  
 DIRECTOR PARKS, RECREATION AND CULTURAL SERVICES

DP:tc

p:\admin\tc\data\wp\dp\reports\licence agreement - burnaby lake rowing club - 2015

Copied to: City Solicitor  
 Director Finance  
 Director Planning & Building



Item .....
Meeting .....2016 January 18

## COUNCIL REPORT

---

**TO:** CITY MANAGER **DATE:** 2015 NOVEMBER 24  
**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 43000 40  
**SUBJECT:** 7917 MEADOWOOD DRIVE, BURNABY, BC  
 LOT 183, DL 142, PLAN NWP 63855  
**PURPOSE:** 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.

---

**RECOMMENDATIONS:**

- 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 registered owner:

Jia Q. Liang  
 7917 Meadowood Drive  
 Burnaby, BC V5A 4C1

**REPORT****1.0 BACKGROUND**

On 2015 September 03, the Building Department sent a letter to the owner requesting access to inspect the subject premises (see *attached* sketch) in response to multiple complaints alleging the construction of five (5) unauthorized residential suites in the existing single family dwelling listed for sale. Multiple phone messages were also left with the owner's realtor to contact the City regarding required access to the premises for the initial inspection.

On 2015 September 28 and 2015 October 20, Building Department staff issued Bylaw Violation Notices in the amount of \$200 and \$500 as no action was taken by the owner to provide access to the premises for the required inspection.



To: City Manager  
 From: Director Planning and Building  
 Re: 7917 Meadowood Drive, Burnaby, BC  
 2015 November 24..... Page 2

Following issuance of the Bylaw Violation Notices, a number of prior and subsequent letters and telephone calls to the owner and the owner's agent, the owner provided access for an inspection conducted on 2015 November 18.

The inspection of the subject premises was undertaken by the Building Department staff. Inspection staff observed several instances of unauthorized construction at the subject premises. Unauthorized construction to the principal building consists of major interior alterations to all floors.

On 2015 November 24, Building Department staff sent a letter to the property owner listing the requirements to bring the premises into compliance with City Bylaws, requiring a building permit application by 2016 January 25.

## 2.0 CONTRAVENTIONS OF BYLAWS

The property is in contravention of the following Burnaby Building, Plumbing, Gas and Electrical Bylaws:

- Section 7(1) of the Burnaby Building Bylaw No. 11728 – Construction without permit.
- Section 4(1) of the Burnaby Plumbing Bylaw No. 11148 – Constructing, installing, commencing or carrying out work without permit.
- Section 19 of the Burnaby Electrical Bylaw No. 6494 – Constructing, altering or repairing without permit.
- Section 7 of the Burnaby Gas Bylaw No. 7288 – Installing or altering without permit.

## 3.0 CONCLUSION

Building Department staff recommend the filing of a Notice in the Land Title Office pursuant to Section 57 of the Community Charter to advise potential purchasers of the outstanding bylaw contraventions noted at this property.

Building Department staff will continue to work with the property owner towards resolving this matter and will pursue legal action, if necessary, in order to ensure compliance with City bylaws.

The use of Section 57 of the Community Charter to file Notices in Land Titles Office is consistent with the Housing Committee Report adopted by Council on 1992 September 28.

The City Clerk, in keeping with 57(2) of the Community Charter, has provided the property owner with the notice of this report and with the opportunity to appear before Council.



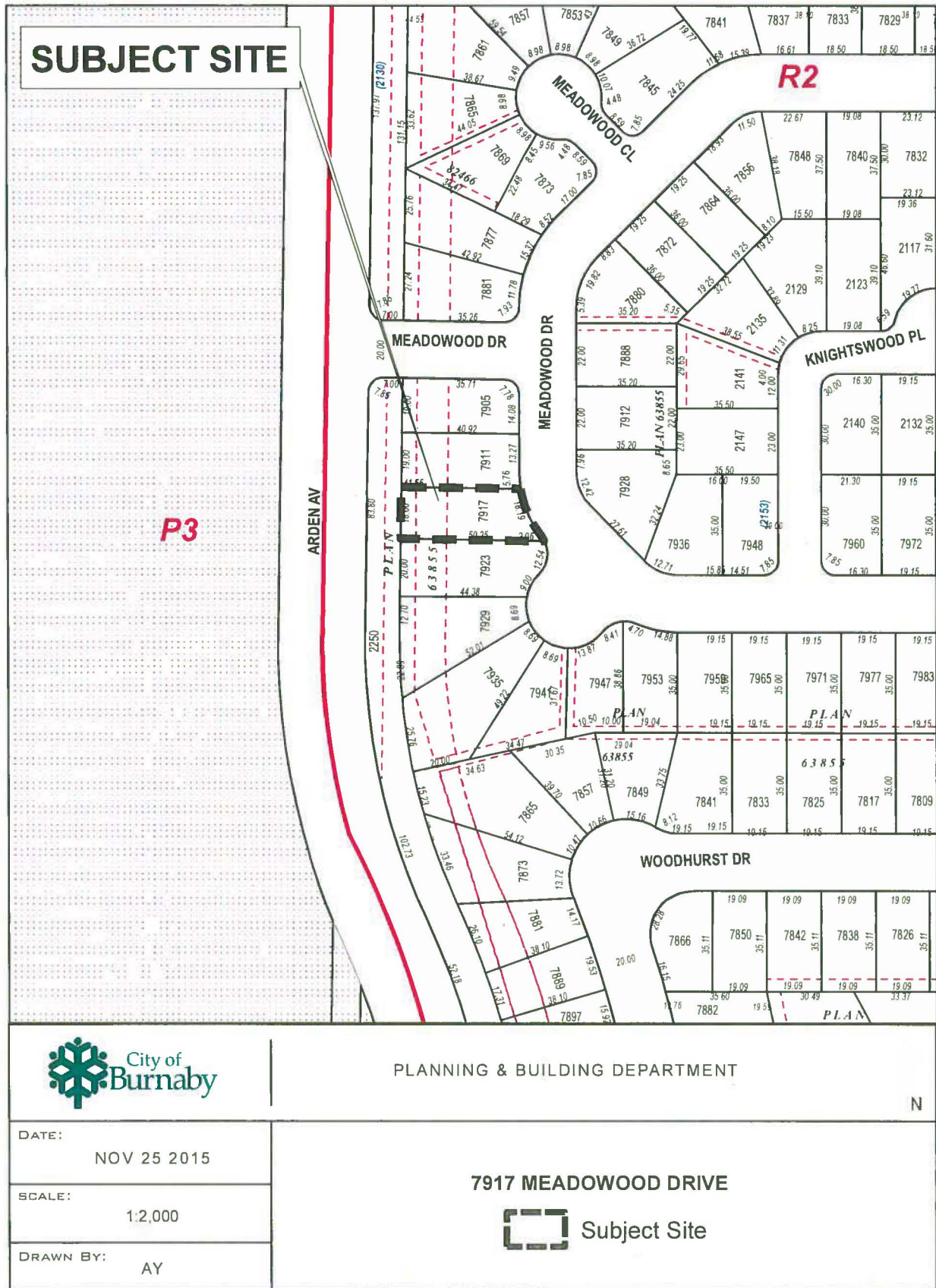
Lou Pelletier, Director  
 PLANNING AND BUILDING

LH:ap

### Attachment

cc: Director Finance – (Attn: D. Letkeman) Chief Building Inspector  
 City Solicitor City Clerk

Q:\bylaw\Notice On Title\Meadowood 7917\Report\7917 Meadowood Drive.doc





Item .....
Meeting ..... 2016 January 18

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2016 January 04

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** PC 86000 20  
*Reference:* **STR #15-02**

**SUBJECT: STRATA TITLE APPLICATION #15-02**  
**7369 Stride Avenue**

**PURPOSE:** To obtain Council authority for strata titling of an existing occupied two-family dwelling.

**RECOMMENDATION:**

1. **THAT** Strata Titling of 7369 Stride Avenue be approved subject to complete satisfaction of the Guidelines for Conversion of Existing and Occupied Two-Family Dwellings into Strata Title Units.

**REPORT**

The Planning and Building Department is in receipt of an application for strata title approval of an existing owner occupied two-family dwelling constructed in 2015 at the above location. Council approval is required when strata titling of existing occupied two-family dwellings is requested. The conversion is being pursued in accordance with Section 242 of the Strata Property Act.

The subject property is zoned R12 Residential District, which permits single and two-family dwellings, and is not in an area proposed for alternative use (see *attached* sketch). At the present time, the two-family dwelling is owned by Peter and Iris Galvez who occupy one unit and the second unit is unoccupied.

This application has been circulated to the Engineering, and Planning and Building Departments to ensure all Zoning Bylaw and Building Code issues have been addressed. The two-family dwelling was recently constructed and received Occupancy Permit in October 2014. All departmental approvals have been met and confirmation of the building's structural and mechanical integrity has been provided by the Chief Building Inspector. Given that the two-family dwelling was recently constructed, it has been determined that an independent health consultant's certificate guaranteeing that the property is free of any infestation, will not be required.

To: City Manager  
 From: Director Planning and Building  
 Re: STR #15-02; 7369 Stride Avenue  
 2016 January 04..... Page 2

With Council approval for the strata titling of the subject property, the owners would be requested to submit the required strata plans and legal fees. Once received, the necessary covenant will be prepared by the City Solicitor to ensure that each unit is used as a single-family dwelling only and, after the requisite signatures are obtained, the documents and plans will be registered at the Land Title Office.

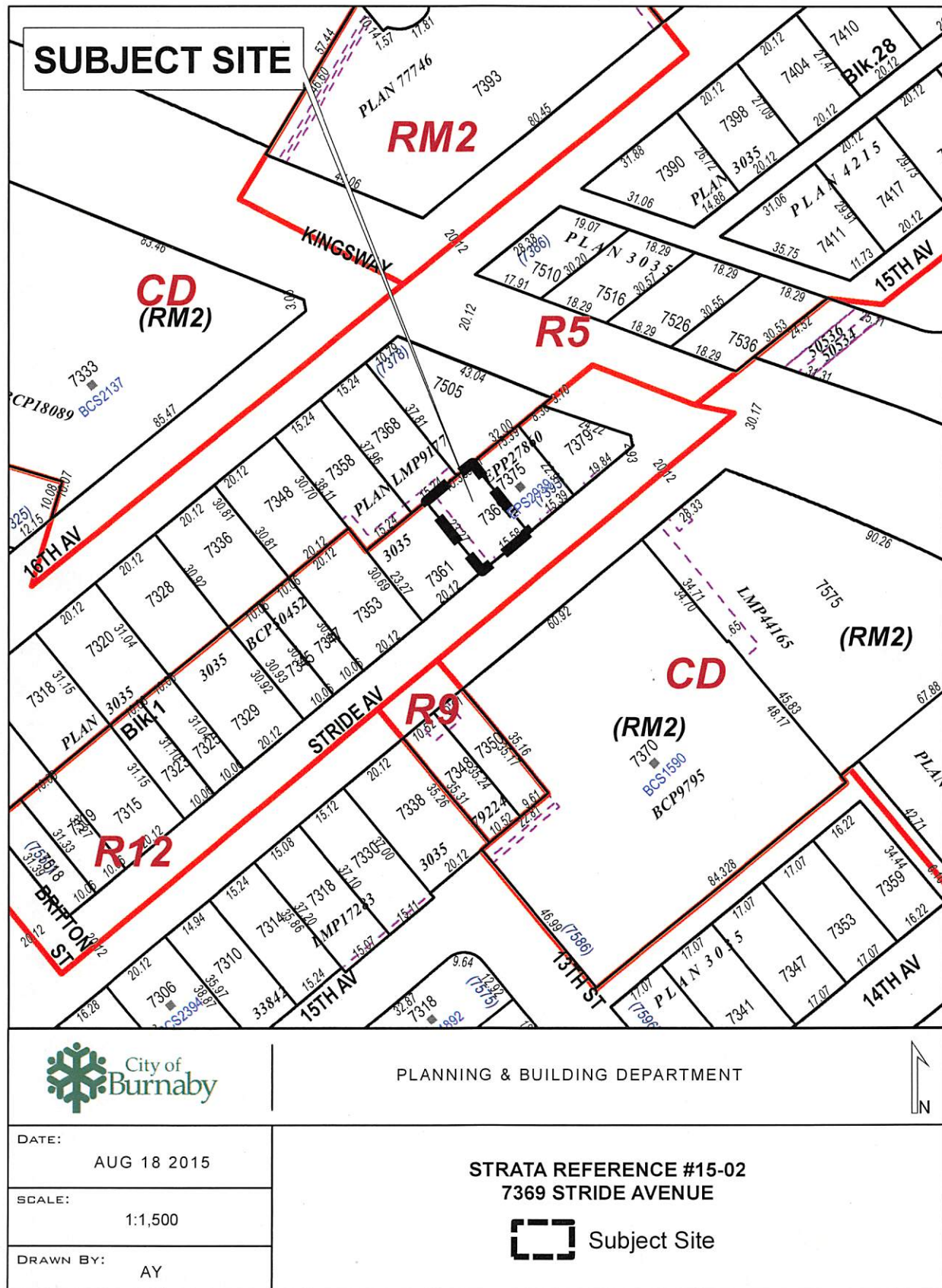
  
 Lou Pelletier, Director  
 PLANNING AND BUILDING

DI/MB:hr  
*Attachment*

cc: Director Engineering  
 Director Engineering – Environmental Engineering  
 Chief Building Inspector  
 City Solicitor

P:\STRATA\Applications\2015\STR 15-02 -7369 Stride Ave\STRATA TITLE APPLICATION #15-02; 7369 Stride Ave. CRpt (2016.01.18).docx







Item .....
Meeting .....2016 January 18

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2016 JANUARY 11

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 49000 05  
*Reference: Bldg. Tab Rpt*

**SUBJECT: BUILDING PERMIT TABULATION REPORT NO. 12  
 FROM 2015 DECEMBER 01 – 2015 DECEMBER 31**

**PURPOSE:** To provide Council with information on construction activity as reflected by the building permits that have been issued for the subject period.

**RECOMMENDATION:**

1. **THAT** this report be received for information purposes.

**REPORT**

***Attached*** is Report No. 12 of the Building Permit Tabulation for the period **FROM 2015 December 01 TO 2015 December 31.**

This is for the information of Council.

  
 Lou Pelletier, Director  
 PLANNING AND BUILDING

 PS:jw  
*Attachment*

cc: Director Finance

This Period	Total Permits			New Buildings			Alterations or Repairs		
	No. of Permits	value	% of total this period	No. of Permits	value	% of total this period	No. of Permits	value	% of total this period
single family	38	\$14,169,425	9.41%	27	\$13,665,425	9.08%	11	\$504,000	0.33%
two family	4	\$1,611,226	1.07%	4	\$1,611,226	1.07%	0	\$0	0.00%
multi family	6	\$6,071,000	4.03%	2	\$5,400,000	3.59%	4	\$671,000	0.45%
commercial	37	\$120,103,324	79.79%	1	\$110,927,520	73.70%	36	\$9,175,804	6.10%
industrial	15	\$7,744,830	5.15%	1	\$6,995,000	4.65%	14	\$749,830	0.50%
public	5	\$817,085	0.54%	0	\$0	0.00%	5	\$817,085	0.54%
demolition	38			38					
<b>Period Total</b>	<b>143</b>	<b>\$150,516,890</b>	<b>100%</b>	<b>73</b>	<b>\$138,599,171</b>	<b>92.08%</b>	<b>70</b>	<b>\$11,917,719</b>	<b>7.92%</b>

Year to Date	Total Permits			New Buildings			Alterations or Repairs		
	No. of Permits	value	% of total YTD	No. of Permits	value	% of total YTD	No. of Permits	value	% of total YTD
single family	473	\$195,337,014	22.21%	340	\$187,311,494	21.30%	133	\$8,025,520	0.91%
two family	62	\$24,222,715	2.75%	55	\$24,130,215	2.74%	7	\$92,500	0.01%
multi family	128	\$302,020,919	34.35%	39	\$293,716,383	33.40%	89	\$8,304,536	0.94%
commercial	453	\$299,020,484	34.00%	16	\$227,930,744	25.92%	437	\$71,089,740	8.08%
industrial	178	\$52,251,644	5.94%	14	\$36,415,800	4.14%	164	\$15,835,844	1.80%
public	40	\$6,499,826	0.74%	2	\$160,000	0.02%	38	\$6,339,826	0.72%
demolition	440			440					
<b>Total Permits YTD</b>	<b>1774</b>	<b>\$879,352,602</b>	<b>100%</b>	<b>906</b>	<b>\$769,664,636</b>	<b>87.53%</b>	<b>868</b>	<b>\$109,687,966</b>	<b>12.47%</b>

Previous Construction Totals (Year to Date)		
	No. of Permits	value
2014	1737	\$698,524,017
2013	1674	\$674,683,580
2012	1803	\$514,669,315
<b>YTD excluding Public *</b>		
	% of total	value
current YTD	99%	\$872,852,776
previous YTD	100%	\$697,724,017
*total construction value less public construction value		

Other Permits		
	This period	YTD
Electrical	259	3311
Plumbing	82	1188
Gas	139	1486
Heating	37	411
Sprinkler	25	279
<b>Total</b>	<b>542</b>	<b>6675</b>

New Dwelling Units		
	This period	YTD
SFD	27	340
Duplex	8	110
Coop 1-4 storey	0	0
Coop 4+ storey	0	0
Rental 1-4 storey	0	0
Rental 4+ storey	0	122
Strata 1-4 storey	27	248
Strata 4+ storey	0	1458
<b>Total</b>	<b>62</b>	<b>2278</b>



Item .....
Meeting ..... 2016 Jan 18

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2016 January 12

**FROM:** CITY CLERK

**SUBJECT:** 2016 FCM MEMBERSHIP DUES

**PURPOSE:** To seek Council approval for payment of Federation of Canadian Municipalities 2016 Membership Dues.

**RECOMMENDATION:**

1. **THAT** Council approve payment of the invoice from the Federation of Canadian Municipalities for the 2016 membership dues in the amount of \$ 36,054.88.

**REPORT**

The City of is an active member of the Federation of Canadian Municipalities, and the invoice for the 2016-17 membership dues was recently received.

The annual dues in 2015-2016 were \$35,419.86. The invoice for 2016-17 that was recently received is \$ 36,054.88 calculated on a base fee of \$ 340.00 plus a per capita fee of \$ 31,808.56 (223,218 X 14.25 cents). The fiscal year runs from April 1, 2016 - March 31, 2017.

Included in the invoice is an amount of \$3,906.32 being an optional contribution towards a travel fund that supports the participation of elected officials from small communities in FCM's National Board of Directors.

The required funding has been provided in the 2016 operating budget.

Dennis Back  
CITY CLERK

Attachment: FCM Invoice

Copied to: Deputy City Manager  
Director of Finance





FEDERATION  
OF CANADIAN  
MUNICIPALITIES

FÉDÉRATION  
CANADIENNE DES  
MUNICIPALITÉS

**Membership Invoice  
2016-2017  
Facture d'adhésion**

24, rue Clarence Street  
Ottawa, Ontario K1N 5P3  
T. 613-241-5221  
F. 613-241-7440

Mr. Robert H. Moncur  
City of Burnaby  
4949 Canada Way  
Burnaby, BC V5G 1M2  
Canada

INVOICE/FACTURE: 39377  
DATE: 10/27/2015  
ACCOUNT/COMPTE: 17  
DUE DATE/DATE LIMITE: 03/31/2016

ITEM/DESCRIPTION	AMOUNT/MONTANT
Membership Fee for April 1/16 to March 31/17 / Frais de cotisation du 1 <sup>er</sup> avril 2016 au 31 mars 2017 Municipal Dues Calculated with a base fee of \$340.00 plus per capita fees of \$31,808.56(fee population of 223,218 x 14.25 cents).	\$32,148.56
Optional contribution towards a travel fund that supports the participation of elected officials from small communities in FCM's National Board of Directors (fee population of 223,218 x 1.75 cents).	\$3,906.32
<b>TOTAL:</b>	<b>\$36,054.88</b>
<b>PAID AMOUNT/MONTANT PAYÉ:</b>	<b>\$0.00</b>
<b>BALANCE DU/MONTANT DÛ:</b>	<b>\$36,054.88</b>

**PAYMENT/PAIEMENT**

**By cheque**

payable to the *Federation of Canadian Municipalities*

**Par chèque**

à l'ordre de : *Fédération canadienne des municipalités*

24 rue Clarence Street  
Ottawa, ON K1N 5P3

**By Electronic Funds Transfer/**

**Par transfert électronique de fonds**

Royal Bank of Canada (RBC)

90 Sparks St, Ottawa, ON K1P 5T7

Transit Number: 00006

Account Number: 1006063

Numéro de transit: 00006 Numéro de compte: 1006063

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca



Item .....
Meeting ..... 2016 January 18

## COUNCIL REPORT

---

**TO:** CITY MANAGER **DATE:** 2016 January 5

**FROM:** CHIEF INFORMATION OFFICER

**SUBJECT:** EXTERNAL CONFERENCE/TRAINING AUTHORIZATION

**PURPOSE:** To request Council's approval for training expenses.

---

**RECOMMENDATION:**

1. **THAT** Council authorize the expenditure of approximately \$6,400.00 for Shara Noble (Information Technology Database Administrator) to attend Oracle 12c training in Toronto, Ontario.

**REPORT**

Oracle is the provider of database software, supporting several City enterprise technologies, including SAP, Fire/CAD, Parking, Golf & Recreation and Engineering systems. This course is specifically focused on high availability solutions, which provides data protection against hardware and software failure.

The costs, including airfare, accommodation and course fees are estimated to be approximately \$6,400.00. Council approval is required for staff conference/training expenditures in excess of \$5,000.00.

A handwritten signature in black ink, appearing to read "Shari Wallace".

for Shari Wallace  
CHIEF INFORMATION OFFICER



Item.....
Meeting ..... 2016 Jan 18

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2016 January 11

**FROM:** DIRECTOR FINANCE **FILE:** 5820-20  
Reference: E20-2016

**SUBJECT: CONTRACT AWARD E20/2016**  
**2016 KAYMAR CREEK EROSION MITIGATION PROJECT**

**PURPOSE:** To obtain Council approval to award a contract for civil engineering and construction services for the 2016 Kaymar Creek Erosion Mitigation Project.

**RECOMMENDATION:**

1. **THAT** Council approve a contract award to Associated Engineering Ltd. for a total cost of \$304,523.10 including GST in the amount of \$14,501.10 as outlined in this report.

**REPORT**

Three submissions for this consulting assignment were received by closing time on 2015 December 22. The work of this assignment includes civil consulting services to design and provide construction services related to the 2016 Kaymar Creek Erosion Mitigation project.

The recommended company, Associated Engineering Ltd., has completed several assignments to the satisfaction of the City. City staff has reviewed the proposals for compliance with the terms of the RFP document, project team and corporate experience, level of effort and past performance, innovation and ability to meet our prescribed schedule, and overall cost. The Director Engineering concurs with this recommendation.

Funding has been provided for this capital work within the 2016 – 2020 Provisional Financial Plan under the following WBS element: ELD.0017 (\$290,022).

Denise Jorgenson  
DIRECTOR FINANCE

GC:SC/kh

cc: Director Engineering



## INTER-OFFICE COMMUNICATION

**TO:** CITY CLERK 2016 January 13

**FROM:** DIRECTOR PLANNING AND BUILDING

**SUBJECT:** **REZONING REFERENCE #14-10**  
**Five-Storey Mixed-Use Development**  
**Hastings Street Area Plan**  
**Third Reading**

**ADDRESS:** 4221 and 4227 Hastings Street (see *attached* Sketches #1 and #2)

**LEGAL:** Lot 31, Block 7, DL 121, Group 1, NWD Plan 1054; Parcel "A" (Explanatory Plan 14860), Lots 29 and 30, Block 7, DL 121, Group 1, NWD Plan 1054

**FROM:** C8 Urban Village Commercial District (Hastings)

**TO:** CD Comprehensive Development District (based on C8 Urban Village Commercial District, Hastings Street Area Plan guidelines and in accordance with the development plan entitled, "Hastings and Carleton" prepared by Chandler Associates Architecture Inc.)

The following information applies to the subject rezoning bylaw:

- a) First Reading given on 2015 July 06;
- b) Public Hearing held on 2015 July 21; and,
- c) Second Reading given on 2015 August 24.

The prerequisite conditions have been partially satisfied as follows:

- a) The submission of a suitable plan of development.
  - *A virtually complete suitable plan of development has been submitted. A few remaining details will be resolved prior to Final Adoption*
- 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.

City Clerk  
Rezoning Reference #14-10  
Third Reading  
2016 January 13..... Page 2

- *The applicant has submitted engineering design drawings for review and has agreed in a letter dated 2015 November 04 to deposit the necessary funds including 4% inspection fees and complete the servicing agreement prior to Final Adoption.*
- c) 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.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04.*
- d) The granting of any necessary statutory rights-of-way, easements and/or covenants including:
  - a Section 219 Covenant restricting enclosure of balconies;
  - a Section 219 Covenant ensuring all disabled parking spaces remain as common property;
  - a Section 219 Covenant ensuring compliance with the approved acoustic study; and,
  - a 1.5 m Statutory Right of Way on Hastings Street.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04 and the required covenants and statutory rights-of-way have been submitted and will be deposited in the Land Title Office prior to Final Adoption.*
- e) The pursuance of Storm Water Management Best Practices in line with established guidelines, and the granting of a Section 219 Covenant to ensure continued maintenance.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04. The required covenant has been submitted and will be deposited in the Land Title Office prior to Final Adoption.*
- f) The review of a detailed Sediment Control System by the Director Engineering.
  - *The applicant has submitted engineering design drawings, and has agreed to this prerequisite in a letter dated 2015 November 04.*
- g) The submission of a Site Profile and resolution of any arising requirements.
  - *The applicant has submitted the required Site Profile which is being processed to determine if remediation measures are required.*

City Clerk  
Rezoning Reference #14-10  
Third Reading  
2016 January 13..... Page 3

- h) The provision of a covered car wash stall and an adequately sized and appropriately located garbage handling and recycling material holding space to the approval of the Director Engineering and a commitment to implement the recycling provisions.
  - *The necessary provisions are indicated on the development plans and the applicant has submitted a letter dated 2015 November 04 committing to implement the recycling provisions.*
- i) Compliance with the guidelines for surface and underground parking for residential visitors and commercial patrons.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04.*
- j) Compliance with Council-adopted sound criteria.
  - *The applicant has submitted an acoustical study which has been accepted by the Engineering Environmental Services Division and submitted a letter dated 2015 November 04 agreeing to comply with the Council-adopted sound criteria.*
- k) The undergrounding of existing overhead wiring abutting the site.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04.*
- l) The submission of a detailed comprehensive sign plan.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04.*
- m) The deposit of the applicable Parkland Acquisition Charge.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04 and the funds will be deposited prior to Final Adoption.*
- n) The deposit of the applicable GVS & DD Sewerage Charge.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04 and the funds will be deposited prior to Final Adoption.*
- o) The deposit of the applicable School Site Acquisition Charge.
  - *The applicant has agreed to this prerequisite in a letter dated 2015 November 04 and the funds will be deposited prior to Final Adoption.*

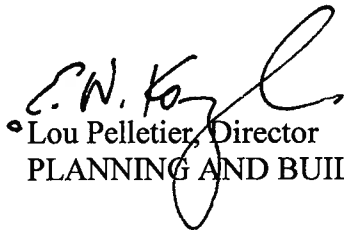
City Clerk  
Rezoning Reference #14-10  
Third Reading  
2016 January 13..... Page 4

- p) The submission of a written undertaking to distribute area plan notification forms, prepared by the City, with disclosure statements; and, to post area plan notification signs, also prepared by the City, on the development site and in the sales office in prominent and visible locations prior to Third Reading, or at the time marketing for the subject development commences, whichever is first, and remain posted for a period of one year, or until such time that all units are sold, whichever is greater.

- *The applicant has provided a letter of undertaking dated 2015 November 04 and the on-site area plan notification sign is in place.*

As the prerequisite conditions to this rezoning are now substantially complete, could you please arrange to return this amendment bylaw to Council for Consideration and Third Reading on 2016 January 18, with Reconsideration and Final Adoption to follow when the prerequisites are completely fulfilled and Planning notifies you to that effect.

A copy of the Public Hearing minutes for this rezoning application is **attached** for information.

  
• Lou Pelletier, Director  
PLANNING AND BUILDING

DR:spf  
**Attachment**

cc: City Manager

P:\REZONING\Applications\2014\14-10 4221 Hastings\Rezoning Reference 14-10 Third Reading 20150824.doc

**PUBLIC HEARING MINUTES  
HELD ON: 2015 JULY 21  
REZ. REF. NO. 14-10  
PAGE 1 OF 2**

**BURNABY ZONING BYLAW 1965, AMENDMENT  
BYLAW NO. 20, 2015 - BYLAW NO. 13490**

Rez. #14-10

4221 and 4227 Hastings Street

From: C8 Urban Village Commercial District (Hastings)

To: CD Comprehensive Development District (based on C8 Urban Village Commercial District, Hastings Street Area Plan guidelines and in accordance with the development plan entitled, "Hastings and Carleton" prepared by Chandler Associates Architecture Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a five-storey mixed-use development, with commercial/retail at grade, and residential uses above.

The Advisory Planning Commission advised it supports the rezoning application.

One letter was received in response to the proposed bylaw amendment.

**OPPOSED:**

Ray Kind, 209-4238 Albert Street, Burnaby

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

Gina D'Angelo and Bryn Williams, 110 – 4238 Albert Street, Burnaby requested that a shade assessment be conducted to determine sun light loss to the courtyard and townhouse units. Ms. D'Angelo and Mr. Williams also requested a traffic impact assessment on the back alleyway to minimize/mitigate pedestrian and vehicle safety hazards.

**MOVED BY COUNCILLOR JOHNSTON:**  
**SECONDED BY COUNCILLOR VOLKOW:**

THAT this Public Hearing for Rez. #14-10, Bylaw #13490 be terminated.

**CARRIED UNANIMOUSLY**



Arising from discussion, Councillor Jordan was granted leave by Council to introduce the following motion:

MOVED BY COUNCILLOR JORDAN:

SECONDED BY COUNCILLOR VOLKOW:

THAT the matter of pedestrian and automobile safety in the laneway behind Albert Street be REFERRED to the Traffic Safety Committee.

CARRIED UNANIMOUSLY



## INTER-OFFICE COMMUNICATION

**TO:** CITY CLERK 2016 January 13

**FROM:** DIRECTOR PLANNING AND BUILDING

**SUBJECT:** **REZONING REFERENCE #14-14**  
**AMENDMENT BYLAW NO. 13/15; BYLAW #13465**  
**Licensed Childcare Facility (152 Children and 24 Staff Members)**  
**Final Adoption**

**ADDRESS:** Suite LM100 – 4664 Lougheed Highway

**LEGAL:** Lot 81 “A” Except: Firstly: The West 150 Feet; Secondly: Part Now Road On Statutory Right-of-Way Plan 4957; D.L. 124, Group 1, NWD Plan 3348

**FROM:** Comprehensive Development District (based on M5 and M5L Light Industrial District and Brentwood Town Centre Development Plan as guidelines)

**TO:** Amended CD Comprehensive Development District (based on M5 Light Industrial District, P1 Neighbourhood Institutional District and Brentwood Town Centre Development Plan as guidelines and in accordance with the development plan entitled “CEFA Early Learning” prepared by ph5 architecture)

The following information applies to the subject rezoning bylaw:

- a) First Reading given on 2015 April 13;
- b) Public Hearing held on 2015 April 28;
- c) Second Reading given on 2015 May 04; and,
- d) Third Reading given on 2015 September 28.

The prerequisite conditions have been satisfied as follows:

- a. The submission of a suitable plan of development.
  - *A complete suitable plan of development has been submitted.*
- 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

City Clerk  
Rezoning Reference #14-14  
Final Adoption  
2016 January 13 ..... Page 2

conditions for the release of occupancy permits will be the completion of all requisite services.

- *The applicant has submitted the necessary funds including a 4% inspection fee to cover the costs of all services necessary to serve the site and the servicing agreement has been completed.*
- c. The dedication of any rights-of-way deemed requisite.
- *A subdivision plan dedicating the requisite statutory right-of-way has been submitted in a registerable form and will be deposited in the Land Title Office prior to Final Adoption.*
- d. The granting of a Section 219 Covenant assuring that an approved parking and access plan will be implemented and maintained for the duration of the child care use on site.
- *The required covenant has been submitted in a registerable form and will be deposited in the Land Title Office prior to Final Adoption.*
- e. The submission of a detailed comprehensive sign plan.
- *An approvable detailed comprehensive sign plan has been achieved.*

As the prerequisites to this rezoning are now complete as outlined, could you please arrange to return this amendment bylaw to Council for Reconsideration and Final Adoption on 2016 January 18.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LS:spf

P:\REZONING\Applications\2014\14-14 Child care - 4664 Lougheed\Rezoning Reference 14-14 Final Adoption 20160118.doc