



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

OPEN PUBLIC MEETING AT 7:00 PM
Monday, 2018 November 26

A G E N D A

1.	<u>CALL TO ORDER</u>	<u>PAGE</u>
2.	<u>MINUTES</u>	
	A) Open Council Meeting held 2018 November 19	1
	B) Public Hearing (Zoning) held 2018 November 20	19
3.	<u>DELEGATION</u>	
	A) United Way of the Lower Mainland Re: Community Profile Report <u>Speaker:</u> Carey LePage, Senior Research Associate, Community Impact & Investment	23
4.	<u>REPORTS</u>	
	A) His Worship, Mayor Mike Hurley Re: Council Standing Committee Appointments 2018/2019	24
	B) City Clerk Re: Certificate of Sufficiency - Resident Initiated	26
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5. MANAGER'S REPORTS

- | | | |
|-----------|---|-----------|
| 1. | 2019 MEETING SCHEDULES FOR COUNCIL, PUBLIC HEARINGS, BOARDS, COMMITTEES AND COMMISSIONS | 31 |
| | Purpose: To set the 2019 meeting dates for Regular Council, Public Hearings, and Boards, Committees and Commissions. | |
| 2. | WESTERN COMMUNITY-CENTRED COLLEGE FOR THE RETIRED LEASE RENEWAL | 39 |
| | Purpose: To request Council approval for the license agreement renewal with the Western Community-Centred College for the Retired. | |
| 3. | 2019 ENGINEERING FEES | 43 |
| | Purpose: To provide Council with recommendations for Engineering fees, establishment of a consolidated Engineering Fees Bylaw and amendments to related bylaws. | |
| 4. | 2018 NOVEMBER - PARKS, RECREATION & CULTURAL SERVICES CAPITAL FUNDING BYLAW | 50 |
| | Purpose: To seek Council authorization for a Capital Reserve Fund Bylaw to finance six projects. | |
| 5. | CONTRACT EXTENSION
REPAIR AND MAINTENANCE OF STREET LIGHTS
AND TRAFFIC SIGNALS | 54 |
| | Purpose: To obtain Council approval for a one year contract extension for the repair and maintenance of street lights and traffic signals. | |
| 6. | CONTRACT EXTENSION
CITY FLEET INSURANCE | 56 |
| | Purpose: To request Council approval for a one year contract extension for the Vehicle Fleet Insurance Program. | |

6. BYLAWS

A) First Reading

- A) #13924 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 32, 2018 - Rez. #16-38 (7422 & 7470 Buller Avenue) From M1 Manufacturing District and M2 General Industrial District to CD Comprehensive Development District (based on RM3 Multiple Family Residential District and Royal Oak Community Plan guidelines, and the development plan entitled "Proposed Multi-Family Development, 7470, 7422 Buller Avenue, Burnaby, BC" prepared by Integra Architecture Inc.) **13924**
Purpose - to permit the construction of a three-storey stacked townhouse development (124 units) with full underground parking
(Item 7(5), Manager's Report, Council 2018 November 19)
- B) #13947 - Burnaby Heritage Designation Bylaw No. 2, 2018 **13947**
A bylaw to designate the Lonsdale Guardhouse Residence at 6985 Canada Way a protected heritage property
(Item 7(A), CHC Report, Council 2018 September 17)
- C) #13948 - Burnaby Heritage Revitalization Agreement Bylaw No. 2, 2018 **13948**
A bylaw to authorize a heritage revitalization agreement for Lonsdale Guardhouse Residence (6985 Canada Way)
(Item 7(A), CHC Report, Council 2018 September 17)
- D) #13950 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 44, 2018 - Rez. #17-18 (4838 Hastings Street) **13950**
From CD Comprehensive Development District (based on C2 Community Commercial District and RM3 Multiple Family Residential District) to Amended CD Comprehensive Development District (based on C2 Community Commercial District, RM3 Multiple Family Residential District, P1 Neighbourhood Institutional District, and Hastings Street Area Plan guidelines)
Purpose - to permit the operation of a child care facility for 86 children
(Item 7(6), Manager's Report, Council 2018 November 19)

- E) #13951 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 45, 2018 - Rez. #18-42 (5140 North Fraser Way) From CD Comprehensive Development District (based on M2 General Industrial District and M5 Light Industrial District) to Amended CD Comprehensive Development District (based on M2 General Industrial District, M5 Light Industrial District and Big Bend Development Plan guidelines, and in accordance with the development plan entitled "Coanda Research & Development Corporation 5140 North Fraser Way" prepared by Taylor Kurtz Architecture and Design Inc.)
Purpose - to permit an expansion of the floor area of the proposed building to accommodate two mezzanines and minor exterior changes to the building
(Item 7(7), Manager's Report, Council 2018 November 19) **13951**

B) First, Second and Third Reading

- F) #13949 - Burnaby Heritage Revitalization Agreement Bylaw No. 3, 2018 **13949**
A bylaw to authorize a second supplementary heritage revitalization agreement for the George S. and Jessie Haddon House (5558 Buckingham Avenue)
(Item 7(B), CHC Report, Council 2018 September 17)

C) Second Reading

- G) #13940 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 40, 2018 - Text Amendment **13940**
Purpose - to amend the Burnaby Zoning Bylaw 1965 to create new rental zoning sub-districts, permit multiple-family rental dwelling units in the C1, C2 and C3 District, adjust minimum parking and unit size requirements, and amend other development standards in the RM Districts
(Item 6(3), Manager's Report, Council 2018 September 24)
- H) #13944 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 41, 2018 - Rez. #16-57 (Portion of 7650 Winston Street) From M5 Light Industrial District to CD Comprehensive Development District (based on M5r Light Industrial District)
Purpose - to permit a restaurant (El Comal Mexican Restaurant) within an existing multi-tenant industrial development, to serve the day-to-day needs of adjacent industrial developments and their employees
(Item 6(14), Manager's Report, Council 2018 October 29) **13944**

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- I) #13945 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 42, 2018 - Rez. #18-10 (8750 University Crescent) From CD Comprehensive Development District (based on P11e SFU Neighbourhood District) to Amended CD Comprehensive Development District (based on the P11e SFU Neighbourhood District and SFU Community Plan as guidelines, and in accordance with the development plan entitled "SFU Lot 19" prepared by Ramsay Worden Architects)
Purpose - to permit construction of a mid-rise apartment building, atop three levels of underground parking
(Item 6(17), Manager's Report, Council 2018 October 29) **13945**
- J) #13946 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 43, 2018 - Rez. #18-22 (4162 Norland Avenue) From CD Comprehensive Development District (based on P1 Neighbourhood Institutional District and B1 Suburban Office District) to Amended CD Comprehensive Development District (based on P1 Neighbourhood Institutional District, B1 Suburban Office District and the Central Administrative Area as guidelines, and in accordance with the development plan entitled "Classroom Renovation & Play Area Addition" prepared by Principle Architecture)
Purpose - to permit an increase in capacity for the existing child care facility from 35 half-day and 15 after-school spaces to 71 full day spaces, to permit the child care use in the existing basement space, and to expand the existing outdoor play space
(Item 6(18), Manager's Report, Council 2018 October 29) **13946**
- D) Consideration and Third Reading**
- K) #13897 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 18, 2018 - Rez. #12-11 (4354 Hastings Street) From C8a Hastings Urban Village Commercial District to CD Comprehensive Development District (based on C8a and C8f Hastings Urban Village Commercial District, Hastings Street Area Plan guidelines, and in accordance with the development plan entitled "Mixed-Use Commercial and Residential Project - 4354 Hastings Street, Burnaby, BC" prepared by Chris Dikeakos Architects Inc.)
Purpose - to permit the construction of a five-storey mixed-use development, with commercial/retail at grade, and residential uses above. In addition, a liquor primary use is proposed on the ground floor with business hours of 11:00 **13897**

a.m. to 12:00 a.m. Sunday to Thursday and 11:00 a.m. to
1:00 a.m. Fridays and Saturdays and a maximum
occupancy of 65 persons

(Item 7(5), Manager's Report, Council 2018 May 28)

Memorandum - Director Planning & Building - 2018 November 21 Page 57

7. NOTICE OF MOTION

A) Councillor Calendino 62
Re: Zoning Bylaw Amendment

8. NEW BUSINESS

9. INQUIRIES

10. ADJOURNMENT



COUNCIL MEETING MINUTES

Monday, 2018 November 19

An Open meeting of the City Council was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on Monday, 2018 November 19 at 6:30 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 in the Council Chamber.

1. CALL TO ORDER

PRESENT: His Worship, Mayor Mike Hurley
Councillor Pietro Calendino
Councillor Dan Johnston
Councillor Colleen Jordan
Councillor Joe Keithley
Councillor Paul McDonell
Councillor Nick Volkow
Councillor James Wang

ABSENT: Councillor Sav Dhaliwal

STAFF: Mr. Lambert Chu, City Manager
Mr. Dipak Dattani, Director Corporate Services
Mr. Leon Gous, Director Engineering
Ms. Noreen Kassam, Director Finance
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Mr. Lou Pelletier, Director Planning & Building
Mr. Dave Critchley, Director Public Safety & Community Services
Ms. May Leung, City Solicitor
Ms. Kate O'Connell, City Clerk
Ms. Blanka Zeinabova, Deputy City Clerk

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR JOHNSTON

THAT the Open Council meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Council meeting reconvened at 7:01 p.m.

2. MINUTES**A) Open Council Meeting held 2018 October 29**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

THAT the minutes of the Open Council meeting held on 2018 October 29 be now adopted.

CARRIED UNANIMOUSLY

B) Inaugural Council Meeting held 2018 November 05

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the minutes of the Inaugural Council meeting held on 2018 November 05 be now adopted.

CARRIED UNANIMOUSLY

3. PROCLAMATIONS**A) GIS Day (2018 November 21)**

Councillor Wang, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2018 November 21 as "**GIS Day**" in the City of Burnaby.

B) National Child Day (2018 November 20)

Councillor Johnston, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2018 November 20 as "**National Child Day**" in the City of Burnaby.

4. DELEGATIONS

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the delegations be heard.

CARRIED UNANIMOUSLY

- A) Burnaby Board of Trade**
Re: Economic Development Program & Collaboration
Speakers: Paul Holden, President & CEO
Andrew Scott, Board Chair

Mr. Paul Holden, President and CEO, and **Mr. Andrew Scott**, Chair, Burnaby Board of Trade (BBOT), appeared before Council and provided an update on the past year's economic development activities, highlighting initiatives in support the City's Economic Development, Social and Environmental Sustainability Strategies.

Mr. Holden noted that the BBOT is the City's most active networking, advocacy and economic development organization, bringing together over 1000 local businesses and entrepreneurs working to support Burnaby business.

Mr. Andrew Scott conveyed thanks to Council for their continued support and collaboration.

- B) The Burnaby Children's Community Table**
Re: Activities Update
Speakers: Kamala Sproule, Coordinator of the Burnaby Early Childhood Development Table
Antonia Beck, Chair of the Burnaby School Aged Initiative

Ms. Kamala Sproule, Coordinator of the Burnaby Early Childhood Development Table, and **Ms. Antonia Beck**, Chair of the Burnaby School Aged Initiative, appeared before Council noting that the Burnaby Children's Community Table supports families with children in the early years. Members include representatives from Provincial ministries, the City, health authorities, the school district, and non-profit agencies.

Ms. Beck conveyed thanks to Council for proclaiming 2018 November 20 as National Child Day.

Ms. Sproule provided an overview of activities and initiatives provided by the Early Childhood Development Table, and referenced the loss of funding for the Table's coordinator position as of 2019 April 1. The Table is exploring options to maintain this position.

5. CORRESPONDENCE

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR VOLKOW

THAT the correspondence be received.

CARRIED UNANIMOUSLY

A) Burnaby Gogos
Re: Request for Temporary Signs

His Worship, Mayor Hurley referred to correspondence received from the Burnaby Gogos requesting approval for the placement of temporary signs 2018 November 18 - 27 to promote the 5th annual Holiday Sale at Deer Lake United Church on 2018 November 25.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR VOLKOW

THAT Council approve the request from the Burnaby Gogos to post lawn signs on City boulevards to promote the 5th annual Holiday Sale at Deer Lake United Church on 2018 November 25 and staff work with the organizers to determine the appropriate location and number of signs to be placed on City boulevards.

CARRIED UNANIMOUSLY

ANNOUNCEMENT

His Worship, Mayor Mike Hurley announced that Councillor Dhaliwal was recently appointed as Chair to the Metro Vancouver Regional District Board. Mayor Hurley extended congratulations on behalf of Council to Councillor Dhaliwal on his appointment as Chair.

6. REPORTS

A) His Worship, Mayor Mike Hurley
Re: Acting Mayor Appointments - 2019

His Worship, Mayor Mike Hurley submitted the 2019 Acting Mayor Appointments report for Council's consideration.

His Worship, Mayor Mike Hurley recommended:

1. THAT the following Council members be appointed as Acting Mayor for the months indicated in 2018:

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

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendation of His Worship, Mayor Mike Hurley be adopted.

- amended

In consideration of Councillor Dhaliwal's recent appointment as Chair of the Metro Vancouver Regional District Board, Mayor Hurley requested Council consider an amendment to the proposed Acting Mayor Schedule. Arising from discussion Councillor Calendino introduced the following motion:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR VOLKOW

THAT Councillor McDonell be appointed Acting Mayor for the month of February.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of His Worship, Mayor Mike Hurley be adopted, AS AMENDED.

CARRIED UNANIMOUSLY

B) City Clerk
Re: Certificate of Sufficiency - Resident Initiated

The City Clerk submitted a report of the Resident Initiated Local Area Service Project petitions. Sufficient petitions were **not** received for Resident Initiated Local Area Service Projects: 19-701, 19-801, 19-002, 19-003 and 19-005. Council is therefore precluded from proceeding with these projects.

The City Clerk recommended:

1. THAT Council receive this report for information.
2. THAT the owners of the properties on the petitions be advised of the outcome.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendations of the City Clerk be adopted.

CARRIED UNANIMOUSLY

C) Planning and Development Committee
Re: Burnaby Regional Context Statement - Five Year Review

The Planning and Development Committee submitted a report reviewing Burnaby's Regional Context Statement, and seeking Council approval of the application to the Metro Vancouver Board of Directors for continued acceptance.

The Planning and Development Committee recommended:

1. THAT the Mayor, on behalf of Council, write to the Metro Vancouver Board of Directors to request continued acceptance of Burnaby's existing Regional Context Statement.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

D) Sustainable City Advisory Committee
Re: Review of Human-Wildlife Interaction in Burnaby

The Sustainable City Advisory Committee submitted a report responding to Council's request for a report on the recommendations from the presentation on Wildlife Encounters by the Burnaby Wildlife Awareness Association.

The Sustainable City Advisory Committee recommended:

1. THAT Council receive this report for information.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Sustainable City Advisory Committee be adopted.

CARRIED UNANIMOUSLY

E) Sustainable City Advisory Committee
Re: Employee Transit Incentive Program

The Sustainable City Advisory Committee submitted a report seeking Council approval for revisions to the Employee Transit Incentive Program.

The Sustainable City Advisory Committee recommended:

1. THAT Council authorize staff to revise the Employee Transit Incentive Program effective 2019 January 01, as outlined in the report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Sustainable City Advisory Committee be adopted.

CARRIED UNANIMOUSLY

F) Sustainable City Advisory Committee
Re: City Public Electric Vehicle Charging Pilot Project

The Sustainable City Advisory Committee submitted a report seeking Council approval for a City public EV charging pilot project.

The Sustainable City Advisory Committee recommended:

1. THAT Council approve the proposed pilot project for City public EV charging, as outlined in Section 3 of this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Sustainable City Advisory Committee be adopted.

CARRIED UNANIMOUSLY

G) Sustainable City Advisory Committee
Re: Green Building Requirements for New Part 3 Buildings

The Sustainable City Advisory Committee submitted a report seeking Council approval for the proposed green building requirements for new Part 3 buildings and providing an update on the status of policy development for other building types.

The Sustainable City Advisory Committee recommended:

1. THAT Council approve the proposed green building requirements for new Part 3 buildings, and authorize the preparation of the necessary Bylaw amendments, as outlined in this report.
2. THAT Council receive the updates on the status of policy development in progress, and planned future policy development, for other types of buildings, as outlined in Section 5 of this report for information.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Sustainable City Advisory Committee be adopted.

CARRIED UNANIMOUSLY

H) Sustainable City Advisory Committee
Re: Response to a Delegation - Discovery Castle Child Care

The Sustainable City Advisory Committee submitted a report seeking Council authority. Staff to respond to a delegation's request for a child care centre in Edmonds Park.

The Sustainable City Advisory Committee recommended:

1. THAT Council direct staff to inform the delegation that their proposal for a child care facility in Edmonds Park does not align with existing City policy and plans and to provide the delegation with zoning information to assist them in the search for a suitable location for their child care facility.
2. THAT a copy of this report be forwarded to Mr. Jack Tsai and Ms. Lida Madarshahian of Discovery Castle Child Care, 359 West 23 Street, North Vancouver, BC, V7M 2B6.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Sustainable City Advisory Committee be adopted.

CARRIED UNANIMOUSLY

I) City Manager's Report, 2018 November 19

The City Manager submitted a report dated 2018 November 19 on the following matters:

7. MANAGER'S REPORTS

1. EXPANSION OF TRANSLINK'S MAJOR ROAD NETWORK

The City Manager submitted a report from the Director Planning and Building seeking Council endorsement to advance the addition of certain City streets to TransLink's Major Road Network.

The City Manager recommended:

1. THAT Council endorse the addition of parts of Gilmore Avenue / Diversion, Imperial Street, Tenth Avenue, and Willingdon Avenue to TransLink's Major Road Network, as described in this report.
2. THAT Council forward a copy of this report to TransLink.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**2. BUILDING PERMIT TABULATION REPORT NO. 10
FROM 2018 OCTOBER 01 - 2018 OCTOBER 31**

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 MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

3. APPLICATION TO THE UBCM - AGE-FRIENDLY GRANT 2019

The City Manager submitted a report from the Director Planning and Building seeking Council endorsement of a grant application to the Union of BC Municipalities (UBCM) for an Age-Friendly Communities project to develop a seniors' planning table and strategic plan for community-based seniors' services in Burnaby.

The City Manager recommended:

1. THAT Council endorse the City's application to the UBCM for a 2019 Age-Friendly Communities grant, as outlined in Section 3.0 of this report.
2. THAT Council forward a copy of this report to Voices of Burnaby Seniors (VOBS).

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**4. LIQUOR LICENCE APPLICATION #18-01
THE REC ROOM
#21-06 - 4501 LOUGHEED HIGHWAY (SEE ATTACHED
SKETCH #1)**

The City Manager submitted a report from the Director Planning and Building providing Council with a recommendation regarding the subject liquor primary licence application.

The City Manager recommended:

1. THAT Council support the subject liquor primary licence application, with a Family Food Service term and condition, as described in Section 3.0 of this report.
2. THAT a copy of this report be forwarded to the General Manager, Liquor and Cannabis Regulation Branch, P.O. Box 9292, Stn. Provincial Government, Victoria, BC V8W 9J8; and to the applicant, Edna Lizotte, Rising Tide Consultants, 1620 – 1130 West Pender Street, Vancouver, BC V6E 4A4.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**5. REZONING REFERENCE #16-38
THREE-STOREY TOWNHOUSE DEVELOPMENT
ROYAL OAK COMMUNITY 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 2018 December 11. The purpose of the proposed rezoning bylaw amendment is to permit the construction of a three-storey stacked townhouse development (124 units) with full underground parking.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2018 November 26 and to a Public Hearing on 2018 December 11 at 7:00 p.m.
2. THAT Council authorize the introduction of a Burnaby Highway Closure Bylaw for approximately 943 m² (10,150 sq. ft.) (subject to detailed

survey) of a portion of Prenter Street on the Prenter Street frontage of the subject development site, as outlined in Section 3.6 of this report.

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) 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 consolidation of the net project site into one legal parcel.
 - f) The undergrounding of existing overhead wiring abutting the site.
 - g) The dedication of any rights-of-way deemed requisite.
 - h) The granting of any necessary statutory rights-of-way, easements and/or covenants, including but not limited to:
 - § Statutory right-of-way for the provision of a public pedestrian walkway from Buller Avenue to Prenter Street;
 - § Section 219 Covenant restricting enclosure of balconies;
 - § Section 219 Covenant ensuring compliance with the approved acoustical study; and,

- § Section 219 Covenant ensuring that handicap accessible parking stalls be held in common property to be administered by the Strata Corporation.
- i) Completion of the Highway Closure Bylaw.
 - j) Compliance with the guidelines for underground parking for residential visitors.
 - k) The review of a detailed Sediment Control System by the Director Engineering.
 - l) The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.
 - m) The design and provision of units adaptable to persons with disabilities, the provision of customized hardware and cabinet work being subject to the sale/lease of the unit to a disabled person, with allocated disabled parking spaces protected by a Section 219 Covenant.
 - n) 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.
 - o) The submission of a Site Profile and resolution of any arising requirements.
 - p) The submission of a suitable on-site stormwater management system to the approval of the Director Engineering, and the granting of a Section 219 Covenant and deposit of sufficient monies to guarantee its provision and continuing operations.
 - q) The provision of facilities for cyclists in accordance with this report.
 - r) Compliance with the Council-adopted sound criteria.
 - s) The deposit of the applicable Parkland Acquisition Charge.
 - t) The deposit of the applicable GVS & DD Sewerage Charge.
 - u) The deposit of the applicable School Site Acquisition Charge.

- v) 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 MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

6. REZONING REFERENCE #17-18
LICENSED CHILD CARE FACILITY
(86 CHILDREN)

The City Manager submitted a report from the Director Planning and Building seeking Council authorization to forward this application to a Public Hearing on 2018 December 11. The purpose of the proposed rezoning bylaw amendment is to permit the operation of a child care facility for 86 children.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2018 November 26 and to a Public Hearing on 2018 December 11 at 7:00 p.m.
2. THAT the following be established as a prerequisite to the completion of the rezoning:
 - a) The submission of a suitable plan of development.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

7. REZONING REFERENCE #18-42
EXPANSION OF FLOOR AREA OF PROPOSED BUILDING
BIG BEND DEVELOPMENT 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 2018 December 11. The purpose of the proposed rezoning bylaw amendment is to permit an expansion of the floor area of the proposed building to accommodate two mezzanines and minor exterior changes to the building.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2018 November 26 and to a Public Hearing on 2018 December 11 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 the applicable GVS & DD Sewerage Charge.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

8. BYLAWS

Reconsideration and Final Adoption

- | | |
|--|--------|
| A) Burnaby Temporary Financing Bylaw 2018 | #13942 |
| B) Burnaby Hotel Room Additional Tax Levy Bylaw 2018 | #13943 |

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT Bylaw No. 13942 and 13943 be now reconsidered and Finally Adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

9. NEW BUSINESS**Councillor McDonell – Request for Temporary Signage**

Councillor McDonell referred to late correspondence from the Seton Villa Retirement Centre seeking Council approval to post signs on City boulevards to promote a Christmas Event taking place at Overlynn Mansion at 401 Esmond Avenue N on November 24th and 25th. A staff note advised that the Engineering Department is supportive of the request.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR VOLKOW

THAT Council approve the request from the Seton Villa Retirement Centre to post lawn signs on City boulevards to promote a Christmas Event taking place at Overlynn Mansion at 401 Esmond Avenue N on November 24th and 25th and staff work with the organizers to determine the appropriate location and number of signs to be placed on City boulevards.

CARRIED UNANIMOUSLY

Councillor Johnston – TransLink's Changes to Light Rail

Councillor Johnston referred to TransLink's Mayors' Council that recently voted to suspend work on light rail transit in Surrey and begin planning a SkyTrain line to Langley.

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR JORDAN

THAT staff report back to Council on the financial impact on the City of Burnaby resulting from the decision to suspend work on light rail transit in Surrey and begin planning a SkyTrain line to Langley.

CARRIED UNANIMOUSLY

Councillor Calendino – Zoning Bylaw Amendments

Councillor Calendino referred to a memorandum from the Director Planning and Building regarding 'Below Grade Floor Area and Increased House Size in the R Residential Districts'.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR VOLKOW

THAT Council direct City staff to pursue, on a priority basis, amendments to the Burnaby Zoning Bylaw that will facilitate construction of full cellars in single and two family dwellings.

Councillor Jordan rose on **Point of Order** requesting that Notice be provided before Council considers the motion as introduced by Councillor Calendino.

Councillor Calendino requested clarification from the City Clerk as to the procedure to wave Notice on the motion.

The City Clerk advised that unanimous consent is required to wave Notice, therefore the motion will be brought forward for consideration at the next Regular Council meeting.

Councillor Jordan – Non-Market Rental

Councillor Jordan referenced a recent announcement by the Provincial Government bringing to the attention of Council and the public that four non-market housing projects, including 366 non-market units, have been approved in Burnaby.

Councillor Jordan – Bill C-48, Oil Tanker Moratorium Act

Councillor Jordan referred to a letter received from Senator Mobina Jaffer in support of a ban on oil tankers on the north coast of British Columbia.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the Mayor, on behalf of Council, write a letter to Senator Jaffer in support of the resolution, and request a ban of barges as well.

CARRIED UNANIMOUSLY

Councillor McDonell – Edmonds Festival of Lights

Councillor McDonell encouraged Council and the public to attend the Edmonds Festival of Lights taking place on Saturday, 2018 November 24 from 2:00 p.m. to 5:30 p.m. The Festival will showcase family events and tree lighting ceremony.

10. INQUIRIES

There were no inquiries brought before Council at this time.

11. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR WANG

THAT this Open Council meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Council meeting adjourned at 8:16 p.m.

Confirmed:

Certified Correct:

MAYOR

CITY CLERK



PUBLIC HEARING MINUTES

Tuesday, 2018 November 20

A Public Hearing (Zoning) was held in the Council Chamber, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Tuesday, 2018 November 20 at 7:00 p.m.

CALL TO ORDER

PRESENT: His Worship, Mayor Mike Hurley
Councillor Pietro Calendino
Councillor Dan Johnston
Councillor Colleen Jordan
Councillor Joe Keithley
Councillor Paul McDonell
Councillor James Wang

ABSENT: Councillor Sav Dhaliwal
Councillor Nick Volkow *(due to illness)*

STAFF: Mr. Lou Pelletier, Director Planning and Building
Mr. Ed Kozak, Deputy Director Planning and Building
Ms. Kate O'Connell, City Clerk
Ms. Blanka Zeinabova, Deputy City Clerk

His Worship, Mayor Mike Hurley called the meeting to order at 7:01 p.m.

ZONING BYLAW AMENDMENTS

- 1) **Burnaby Zoning Bylaw 1965,**
Amendment Bylaw No. 41, 2018 - Bylaw No. 13944

Rez. #16-57

Portion of 7650 Winston Street

From: M5 Light Industrial District

To: CD Comprehensive Development District (based on M5r Light Industrial District)

The purpose of the proposed zoning bylaw amendment is to permit a restaurant (El Comal Mexican Restaurant) within an existing multi-tenant industrial development, to serve the day-to-day needs of adjacent industrial developments and their employees.

Two letters were received in response to the proposed rezoning application:

1. **Michael Milton**, 7670 Winston Street, Burnaby
2. **Sonny & Henrietta Woo**, 7732 Kerrywood Crescent and **Ray & Kim Lee**, 7722 Kerrywood Crescent, Burnaby

The following speaker appeared before Council and spoke to the proposed zoning bylaw amendment:

Elsa Gleeson, El Comal Mexican Restaurant owner, appeared before Council noting neighbouring businesses are in support of the restaurant, and believes it will be a great addition to the area.

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR CALENDINO

THAT this Public Hearing for Rez. #16-57, Bylaw #13944 be terminated.

CARRIED UNANIMOUSLY

2) **Burnaby Zoning Bylaw 1965,**
Amendment Bylaw No. 42, 2018 - Bylaw No. 13945

Rez. #18-10

8750 University Crescent

From: CD Comprehensive Development District (based on P11e SFU Neighbourhood District)

To: Amended CD Comprehensive Development District (based on the P11e SFU Neighbourhood District and SFU Community Plan as guidelines, and in accordance with the development plan entitled "SFU Lot 19" prepared by Ramsay Worden Architects)

The purpose of the proposed zoning bylaw amendment is to permit construction of a mid-rise apartment building, atop three levels of underground parking.

No letters were received in response to the proposed rezoning application.

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

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT this Public Hearing for Rez. #18-10, Bylaw #13945 be terminated.

CARRIED UNANIMOUSLY

3) **Burnaby Zoning Bylaw 1965,**
Amendment Bylaw No. 43, 2018 - Bylaw No. 13946

Rez. #18-22

4162 Norland Avenue

From: CD Comprehensive Development District (based on P1 Neighbourhood Institutional District and B1 Suburban Office District)

To: Amended CD Comprehensive Development District (based on P1 Neighbourhood Institutional District, B1 Suburban Office District and the Central Administrative Area as guidelines, and in accordance with the development plan entitled "Classroom Renovation & Play Area Addition" prepared by Principle Architecture)

The purpose of the proposed zoning bylaw amendment is to permit an increase in capacity for the existing child care facility from 35 half-day and 15 after-school spaces to 71 full day spaces, to permit the child care use in the existing basement space, and to expand the existing outdoor play space.

No letters were received in response to the proposed rezoning application.

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

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR KEITHLEY

THAT this Public Hearing for Rez. #18-22, Bylaw #13946 be terminated.

CARRIED UNANIMOUSLY

4) **Burnaby Zoning Bylaw 1965,
Amendment Bylaw No. 30, 2018 - Bylaw No. 13918**

Text Amendment

The purpose of the proposed zoning bylaw amendment is to amend the Burnaby Zoning Bylaw 1965 to create new rental zoning sub-districts, permit multiple-family rental dwelling units in the C1, C2 and C3 District, adjust minimum parking and unit size requirements, and amend other development standards in the RM Districts.

One letter was received in response to the proposed text amendment:

1. **Aly Jiwan**, Redbrick Properties Inc., 210-522 7th Street, New Westminster

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

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR WANG

THAT this Public Hearing Zoning Bylaw TEXT AMENDMENT, Bylaw #13940 be terminated.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR JORDAN

That this Public Hearing do now adjourn.

CARRIED UNANIMOUSLY

The Public Hearing adjourned at 7:12 p.m.

Mike Hurley
MAYOR

Kate O'Connell
CITY CLERK

From: Carey LePage (United Way) [mailto:CareyL@uwlm.ca]
Sent: September-26-18 11:52 AM
To: Clerks
Subject: Burnaby Council Meeting - date request

Hello,

We would like to present to The City of Burnaby Council a Community Profile Report of the City of Burnaby. It is part of a series of Community Profiles that we've made for Lower Mainland municipalities that will be presented to their councils as well. The report encompasses socio-economic factors for the City of Burnaby.

We would ideally like to present at the Council Meetings of November 26th or December 3rd.

We look forward to your response in letting us know if one of these dates is possible. If not available in 2018 could we present at a Council meeting early in 2019?

Thank you,

Carey

Carey LePage

Senior Research Associate, Community Impact & Investment
 United Way of the Lower Mainland | uwlm.ca
 4543 Canada Way, Burnaby, BC V5G 4T4
 CareyL@uwlm.ca | P 604.294.8929 ext. 2250

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TAKE ACTION TODAY.

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Copied to: City Manager Dir. Planning and Building
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2018 NOVEMBER 26
COUNCIL REPORT

TO: COUNCIL MEMBERS

DATE: 2018 November 21

FROM: MAYOR MIKE HURLEY

SUBJECT: COUNCIL STANDING COMMITTEE APPOINTMENTS 2018/2019

PURPOSE: To provide information regarding Council member appointments to the Financial Management Committee, and the Planning and Development Committee.

RECOMMENDATION:

1. **THAT** Council receive the report for information.

REPORT

In accordance with the *Community Charter*, Section 116, *Responsibilities of the Mayor*, and Section 141, *Standing Committees of Council*, the following members of Council are hereby appointed to the Financial Management Committee, and the Planning and Development Committee:

Financial Management Committee

Mayor Mike Hurley	Chair
Councillor Sav Dhaliwal	Vice-Chair
Councillor Pietro Calendino	Member
Councillor Paul McDonell	Member

Planning and Development Committee

Councillor Pietro Calendino	Chair
Councillor Sav Dhaliwal	Vice-Chair
Councillor Paul McDonell	Member
Councillor Joe Keithley	Member
Councillor James Wang	Member

To: Council Members
From: His Worship Mayor Mike Hurley
Re: Council Standing Committee Appointments 2018/2019
2018 November 21..... Page 2

The Mayor is an Ex-Officio member of all Committees for which he has not been specifically named.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M Hurley', with a stylized flourish at the end.

Mike Hurley
MAYOR

Copy: City Manager
Director Corporate Services
Director Engineering
Director Finance
Director Planning & Building
Director Parks, Recreation & Cultural Services
Director Public Safety & Community Services
Chief Librarian
City Clerk



Meeting 2018 November 26

COUNCIL REPORT

CITY OF BURNABY

CERTIFICATE OF SUFFICIENCY

RESIDENT INITIATED

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

RECOMMENDATIONS:

1. THAT Council receive the City Clerk's Certificate of Sufficiency covering the following 2018 Resident Initiated Local Area Services.
2. THAT on receipt of the successful petition, the City Solicitor prepare a Local Area Service Construction Bylaw for the successful project.
3. THAT on receipt of the successful petition, the City Solicitor prepare a Local Area Service Fund Expenditure Bylaw for the successful project.
4. THAT the owners of the properties on the petitions be advised of the outcome.

POLICY SECTION

The Local Area Service Program is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan:

Goals

- A Safe Community
 - Crime prevention and reduction –
Ensure citizens and businesses feel safe in our community
 - Transportation safety –
Make City streets, pathways, trails and sidewalks safer
- A Connected Community
 - Geographic connection –
Ensure that people can move easily through all areas of Burnaby, using any form of transportation
- A Dynamic Community
 - Build and maintain infrastructure that meets the needs of our growing community

To: Mayor and Council
 From: City Clerk
 Re: 2019 Resident Initiated Local Area Services Program
 2018 November 26Page 2

REPORT

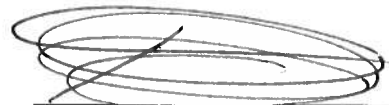
I, Kate O'Connell, do hereby certify that petitions have been received supporting the following Resident Initiated Local Area Services projects, as detailed in the *attached* schedule:

19-004 Curragh Avenue from Neville Street to Clinton Street (Street Upgrades)
19-302 Curragh Avenue from Neville Street to Clinton Street (Street Lightning)

The petitions are hereby certified as sufficient as it represents at least 50% of the property owners who in turn represent at least 50% of the assessed value of land and improvements that would be subject to the local area service tax.

In addition, please note that sufficient petitions were not returned for Resident Initiated Local Area Service Street Upgrade Project: 19-001 Hardwick Street from Douglas Road to Godwin Avenue. The attached schedule outlines the petition results. Council is therefore precluded from proceeding with this project.

Copy:	City Manager Director Engineering Director Finance Director Planning and Building City Solicitor
-------	--



Kate O'Connell
 City Clerk



RESIDENT INITIATED							
2019 Local Area Service Program - Street Lighting							
Project #	Street	Limits	Number of Properties	50% Required to Support Project	Number of Supporters	Total Assessed Value of Land & Improvements	Total Petitioners' Assessment
19-302	Curragh Avenue	Neville Street to Clinton Street	9	5	6	\$ 15,771,200.00	\$ 7,885,600.00 \$ 10,502,200.00

RESIDENT INITIATED							
2019 Local Area Service Program - Roadworks (Street Upgrade) Projects							
Project #	Street	Limits	Number of Properties	50% Required to Support Project	Number of Supporters	Total Assessed Value of Land & Improvements	Total Petitioners' Assessment
19-001	Hardwick Street	Douglas Road to Godwin Avenue	24	12	3	\$ 34,674,300.00	\$ 17,337,150.00 \$3,862,000.00
19-004	Curragh Avenue	Neville Street to Clinton Street	9	5	7	\$ 15,771,200.00	\$ 7,885,600.00 \$12,587,200.00



MANAGER'S REPORT November 26, 2018

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 2019 MEETING SCHEDULES FOR COUNCIL, PUBLIC HEARINGS, BOARDS, COMMITTEES AND COMMISSIONS

PURPOSE: To set the 2019 meeting dates for Regular Council, Public Hearings, and Boards, Committees and Commissions.

02 WESTERN COMMUNITY-CENTRED COLLEGE FOR THE RETIRED LEASE RENEWAL

PURPOSE: To request Council approval for the license agreement renewal with the Western Community-Centred College for the Retired.

03 2019 ENGINEERING FEES

PURPOSE: To provide Council with recommendations for Engineering fees, establishment of a consolidated Engineering Fees Bylaw and amendments to related bylaws.

04 2018 NOVEMBER – PARKS, RECREATION & CULTURAL SERVICES CAPITAL FUNDING BYLAW

PURPOSE: To seek Council authorization for a Capital Reserve Fund Bylaw to finance six projects.

Item

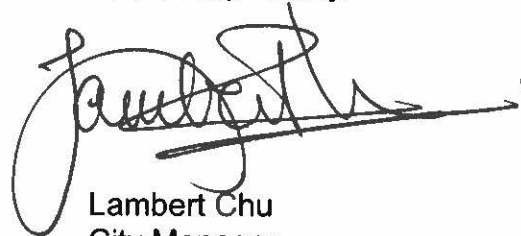
**05 CONTRACT EXTENSION
REPAIR AND MAINTENANCE OF STREET LIGHTS
AND TRAFFIC SIGNALS**

PURPOSE: To obtain Council approval for a one year extension for the repair and maintenance of street lights and traffic signals.

**06 CONTRACT EXTENSION
CITY FLEET INSURANCE**

PURPOSE: To request Council approval for a one year extension for the Vehicle Fleet Insurance Program.

Yours respectfully,

A handwritten signature in black ink, appearing to read 'Lambert Chu', with a long horizontal line extending to the right.

Lambert Chu
City Manager



Item
Meeting 2018 November 26

COUNCIL REPORT

TO: CITY MANAGER

DATE: 2018 November 20

FROM: CITY CLERK

SUBJECT: 2019 MEETING SCHEDULES FOR COUNCIL, PUBLIC HEARINGS, BOARDS, COMMITTEES AND COMMISSIONS

PURPOSE: To set the 2019 meeting dates for Regular Council, Public Hearings, and Boards, Committees and Commissions.

RECOMMENDATIONS:

1. **THAT** Council approve the 2019 meeting schedules and start times for Council (*Appendix 'A'*), Public Hearings (*Appendix 'B'*), and Boards, Committees and Commissions (*Appendix 'C'*).
2. **THAT** Council receive for information the 2019 meeting schedule for the Public Library Board (*Appendix 'D'*) and the Burnaby Parks, Recreation and Culture Commission meetings (*Appendix 'E'*).

REPORT

Section 127 of the *Community Charter* requires Council to adopt a schedule of Regular Council meetings. This report recommends a schedule of Regular Council meetings, as well as Public Hearings, and Boards, Committees and Commissions.

The Simon Fraser Liaison Committee and the International Relations and Friendship Cities Committee meet as required (at the Call of the Chair), and therefore are not included in the attached meeting schedule.

Changes of note, as outlined in the attached Appendices, include:

- Council meeting start time changed from 7:00 p.m. to 6:00 p.m.
- Public Hearing meeting start time changed from 7:00 p.m. to 6:00 p.m.
- Standing Committees of Council start time changed from 5:30 p.m. to 5:00 p.m.

A report regarding the Burnaby Procedure Bylaw will be brought before Council for consideration in the near future, and will include updates to the meeting start times in addition to other recommended changes. A bylaw amendment is not required at this

time to change the start times of the meetings as per Section 7(2) of the Burnaby Procedure Bylaw, Bylaw No. 11714.

Upon adoption of the meeting schedules, Section 94(2)(a) and (b) of the *Community Charter* requires that public notice of the Regular Council meeting schedule be published in a newspaper, once each week for two consecutive weeks.

It is recognized that adopting this report does not preclude Council or a Committee from adopting future resolutions or at the discretion of the Chair to add, cancel or change meeting dates, times and/or venues if and when required.

POLICY SECTION

Goal

- A Connected Community
 - Digital connection –
Provide online access to core City services and information
- An Inclusive Community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Community involvement –
Encourage residents and businesses to give back to and invest in the community
- A Thriving Organization
 - Communication –
Practice open and transparent communication among staff, Council and the community



Kate O'Connell
CITY CLERK

Copy: City Manager
Director Corporate Services
Director Engineering
Director Finance
Director Parks, Recreation & Cultural Services
Director Planning & Building
Director Public Safety & Community Services

Fire Chief
OIC, RCMP
Director HR
Chief Librarian
Chief Information Officer
City Solicitor

APPENDIX 'A'
2019 REGULAR COUNCIL MEETING SCHEDULE

(6:00 p.m. in the Council Chamber)

January	28	July	08 29
February	11 25	August	No meeting scheduled
March	11 25	September	09 16
April	08 29	October	07 28
May	13 27	November	04 18
June	10 24	December	02 16

APPENDIX 'B'
2019 PUBLIC HEARINGS SCHEDULE
(6:00 p.m. in the Council Chamber)

January	29	July	30
February	26	August	<i>No meeting scheduled</i>
March	26	September	17
April	30	October	29
May	28	November	19
June	25	December	10

APPENDIX 'C'
2019 BOARDS, COMMITTEES AND COMMISSIONS MEETINGS SCHEDULE

Audit Committee

(5:00 p.m. - Council Committee Room)

April 16

Board of Variance

(6:00 p.m. - Council Chamber)

January 10

February 07

March 07

April 04

May 02

June 06

July 04

August *No meeting scheduled*

September 05

October 03

November 07

December 05

Community Heritage Commission

(6:00 p.m. - Council Committee Room)

February 07

April 04

June 06

September 05

November 07

Financial Management Committee

(5:00 p.m. - Clerk's Committee Room)

January 22

February 19

March 19

April 24

May 21

June 18

September 10

October 22

November 12

Planning and Development Committee

(5:00 p.m. - Council Committee Room)

January	29	June	25
February	26	September	17
March	26	October	29
April	30	November	19
May	28	December	10

Public Safety Committee

(6:00 p.m. - Council Chamber)

January	16	July	16
March	05	October	01
May	07	November	13

Sustainable City Advisory Committee

(6:00 p.m. - Council Chamber)

February	05	September	04
April	02	November	05
June	04		

APPENDIX 'D'
2019 BURNABY PUBLIC LIBRARY BOARD MEETING SCHEDULE
(7:00 p.m. - Bob Prittie Metrotown Library unless otherwise noted)

January	17	July	18
February	21	<i>No Meeting in August</i>	
March	21	September	19 <i>(Tommy Douglas Library)</i>
April	18	October	17
May	16 <i>(McGill Library)</i>	November	21
June	20 <i>(Cameron Library)</i>	December	12

**Schedule approved by the Burnaby Public Library Board on 2018 September 20*

APPENDIX 'E'
2019 BURNABY PARKS, RECREATION AND CULTURE COMMISSION
MEETING SCHEDULE

(7:00 p.m. - Council Committee Room and Council Chamber unless otherwise noted)

January	23	July	23
February	12 <i>(Edmonds Community Centre)</i>	<i>No Meeting in August</i>	
March	12	September	10
April	09	October	15 <i>(Shadbolt Centre for the Arts)</i>
May	14 <i>(Bonsor Recreation Centre)</i>	November	12
June	11	December	03

**Schedule approved by the Parks, Recreation and Culture Commission on 2018 November 21*



Item.....
Meeting.....2018 Nov 26

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2018 Nov. 19

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **FILE:** 09500-20

SUBJECT: WESTERN COMMUNITY-CENTRED COLLEGE FOR THE RETIRED LEASE RENEWAL

PURPOSE: To request Council approval for the license agreement renewal with the Western Community-Centred College for the Retired.

RECOMMENDATIONS:

1. **THAT** Council approve the renewal of the licence agreement with the Western Community-Centred College for the Retired as outlined in the attached report.
2. **THAT** Council authorize the City Solicitor to execute a licence agreement with the Western Community-Centred College for the Retired as outlined in the attached report.

REPORT

At its 'Open' meeting of 2018 November 21, the Parks, Recreation and Culture Commission received the attached report and adopted the three recommendations contained therein.

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:tc

Attachment

Western Community-Centred College for the Retired Lease Renewal (2018.11.26)

cc: City Solicitor
Director Planning & Building
Director Finance



Item.....	4
Director's Report No.	10
Meeting.....	2018 Nov 21

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2018 Nov 08

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE: 09500-20

**SUBJECT: WESTERN COMMUNITY-CENTRED COLLEGE FOR THE RETIRED
LEASE RENEWAL**

PURPOSE: To obtain approval for the license agreement renewal with the Western Community-Centred College for the Retired.

RECOMMENDATIONS:

1. **THAT** approval be granted to renew the license agreement with the Western Community-Centred College, for an additional five-year term beginning 2019 January 01, and ending on 2023 December 31 under the terms and conditions as outlined in this report.
2. **THAT** the Parks, Recreation and Culture Commission recommend Council approve the renewal of the licence agreement with the Western Community-Centred College for the Retired as outlined in this report.
3. **THAT** the Parks, Recreation and Culture Commission recommend Council authorize the City Solicitor to execute a licence agreement with the Western Community-Centred College for the Retired as outlined in this report.

REPORT**INTRODUCTION**

The lower floor and three classrooms of the Kingsway East 1914 School at 6650 Southoaks Crescent have been leased to the Western Community-Centred College for the Retired since 2002. The existing five-year agreement will expire 2018 December 31. The recommended term would continue from 2019 January 01 to 2023 December 31. The leasable portion of the lower floor of the 1914 building totals approximately 3,000 square feet. The space also includes a central lobby and small reception area. The tenant has not requested additional tenancy improvements in this renewal.

To: Parks, Recreation & Culture Commission
 From: Director Parks, Recreation & Cultural Services
 Re: Western Community-Centred College for the
 Retired Lease Renewal

.....Page 3

The upper floor of the 1914 building consists of a 3,000 square foot community hall that is currently utilized for The City of Burnaby Parks and Recreation programming and allotments. It is recommended that Parks, Recreation & Cultural Services staff continue the responsibility for managing both upper floor allotments, as well as the lower floor licence agreement.

The tenant is currently paying \$ 739.50 a month plus applicable taxes. The proposed monthly rent is \$760.95 per month plus taxes. Under the existing agreement, the landlord is responsible for all utilities, repairs, maintenance and janitorial services. The organization currently receives a Permissive Tax Exemption. All provisions from the current license agreement regarding the Landlord and Tenants Covenants are recommended to be continued. The tenant is agreeable to the terms as outlined in this report.

Western Community-Centred College for the Retired is a stable and good tenant and provides a well-utilized community service. Board members have co-operated and collaborated with the City's Parks, Recreation and Cultural Services staff and service departments.

POLICY SECTION

Goal

- A Connected Community
 - Social connection –
Enhance social connections throughout Burnaby
- An Inclusive Community
 - Create a sense of community –
Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
 - Community involvement –
Encourage residents and businesses to give back to and invest in the community

To: Parks, Recreation & Culture Commission
From: Director Parks, Recreation & Cultural Services
Re: Western Community-Centred College for the
Retired Lease Renewal

.....Page 4

RECOMMENDATION

It is recommended that Parks, Recreation and Culture Commission approve the renewal of the licence agreement with the Western Community-Centred College for the Retired.



Dave Ellenwood
DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

DP:vo

P:\admin\clerical\staff\tc\data\wp\dp\reports\2018\western community-centred college for the retired 2018

cc: City Solicitor
Director Planning & Building
Director Finance



Item
Meeting..... 2018 November 26

COUNCIL REPORT

TO:	CITY MANAGER	DATE:	2018 Nov 20
FROM:	DIRECTOR ENGINEERING	FILE:	7000-04
SUBJECT:	2019 ENGINEERING FEES		
PURPOSE:	To provide Council with recommendations for Engineering fees, establishment of a consolidated Engineering Fees Bylaw and amendments to related bylaws		

RECOMMENDATIONS:

1. **THAT** Council approve the proposed fee adjustments and bylaw amendments, as outlined in this report.
2. **THAT** Council authorize the City Solicitor to bring forward the Burnaby Engineering Fees Bylaw to consolidate Engineering fees into one bylaw.
3. **THAT** Council authorize the City Solicitor to bring forward amendments to the following bylaws:
 - (a) Burnaby Noise or Sound Abatement Bylaw 1979,
 - (b) Burnaby Soil Deposit Bylaw 1971;
 - (c) Burnaby Soil Removal Regulation Bylaw 1961,
 - (d) Burnaby Street and Traffic Bylaw 1961;
 - (e) Burnaby Watercourse Bylaw 1988;
 as outlined in this report.

REPORT**1.0 INTRODUCTION**

The *Community Charter and Local Government Act* provides for the imposition of fees and charges for various types of permits and services and over the years, various fees and charges have been established within various bylaws for a number of processes, works and services, permits, inspections, and other Engineering activities. The full list of current and proposed Engineering fees is included in Appendix A.

To: City Manager
 From: Director Engineering
 Re: 2019 Engineering Fees
 2018 November 20..... Page 2

To streamline the fee review process, improve fee accessibility to the public, and reduce administrative overhead, it is recommended that a new consolidated Engineering Fees Bylaw be established. The approach for this new Bylaw aligns with the Planning and Building Fee Bylaw established for 2018.

In reviewing the relevant Engineering bylaws, staff identified several outdated bylaw provisions. This report also proposes bylaw amendments to update these provisions.

2.0 POLICY SECTION

The recommendations for the 2019 Engineering Fees are aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goal and sub-goal of the Plan.

- A Thriving Organization
 - Financial viability –
 Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets

3.0 DISCUSSION

3.1 Engineering Fees

It is recommended that all existing Engineering fees except for water, sewer, and solid waste utility related fees be consolidated into a new Engineering Fees Bylaw. Excluding water, sewer, and solid waste, the Engineering Department currently has many fees in 5 different bylaws. The fees or fee schedules in the existing relevant bylaws are proposed to be removed and included in the new Engineering Fees Bylaw, and the existing bylaw sections will be amended to reference the Engineering Fees Bylaw. The City Solicitor will review and bring forward the necessary bylaw amendments.

The following is a summary of all existing Engineering fees that would be consolidated into the new Burnaby Engineering Fees Bylaw. In addition, the new fees bylaw will include a schedule to impose file research, archives, and records fees.

Fee	Existing 'Parent' Bylaw
Sediment Control Permit and Inspection Fees	Burnaby Watercourse Bylaw
Traffic Control Permit Fees	Street and Traffic Bylaw
Minor Works Permit Fees	Street and Traffic Bylaw
Standard Street Works Permit Fees	Street and Traffic Bylaw
Development Works Encroachment Permit Fees	Street and Traffic Bylaw
Oversized Commercial Vehicle Permit Fees	Street and Traffic Bylaw
Soil Deposition Permit Fees	Soil Deposit Bylaw
Soil Removal Permit Fees	Soil Removal Regulation Bylaw
Noise Variance Permit Fees	Noise or Sound Abatement Bylaw

To: City Manager
 From: Director Engineering
 Re: 2019 Engineering Fees
 2018 November 20..... Page 3

Similar to Planning and Building fees, the Engineering Department fees are proposed to increase by 2.50% to ensure cost recovery based on the City's projected operating costs and Consumer Price Index (CPI).

3.2 Update to Bylaw Provisions

In reviewing the Engineering bylaws as part of the fees consolidation process, staff identified several outdated provisions that should be amended.

Section 8 of the Burnaby Soil Removal Regulation Bylaw currently provides for a maximum fine of \$500 or imprisonment not exceeding 30 days on summary conviction of a violation of that bylaw. The *Community Charter* currently provides for a maximum fine of \$10,000 and/or imprisonment up to six (6) months. It is recommended that section 8 of the Burnaby Watercourse Bylaw be amended to reflect the current maximum provisions.

Section 18A of the Burnaby Street and Traffic Bylaw imposes a \$50 fine for violations relating to stopping, standing or parking of vehicles. As this fine is also included in the City's Bylaw Notice Enforcement Bylaw, it is recommended that Section 18A be removed from the Burnaby Street and Traffic Bylaw.

Section 43(d) and Schedule "D" of the Burnaby Street and Traffic Bylaw imposes fines for overweight commercial vehicles which are redundant and outdated. The current penalties permitted by the *Commercial Transport Regulations* are included in the City's Bylaw Notice Enforcement Bylaw. As such, it is recommended that section 43(d) and Schedule "D" of the Street and Traffic Bylaw be repealed.

4.0 CONCLUSION

It is recommended that all fees and bylaw amendments outlined in this report be introduced and given first, second and third readings at the 2018 December 03 Council meeting and be considered for adoption at the 2018 December 10 meeting so that fees can be implemented with an effective date of 2019 January 01. The miscellaneous changes in section 3.2 of this report will take effect upon Final Adoption of the relevant bylaw amendments.



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

JWH/ac

Attachments

Copied to: Director Planning
 Director Finance
 Director Parks, Recreation and Cultural Services
 Chief Information Officer
 Chief Building Inspector
 City Solicitor
 City Clerk

*Appendix A***Current and Proposed 2019 Engineering Fees****Schedule A - File Research, Archives, and Records Fees**

FILE RESEARCH, ARCHIVES, AND RECORDS FEES	Current (2018)	Proposed (2019)
▪ Land Title Search Fees		
Land Title Search	---	\$15 / search
Land Title Document and Plan Image records	---	\$20 / search
▪ Legal Agreement Amendment Fees ▪ (for existing legal agreements already registered at Land Title Office)		
For first 3 amendment items	---	\$600
For more than 3 amendment items	---	\$1,000
▪ File Research and Image Reproduction Fees		
File Research	---	\$27.00
Electronic copies	---	\$2.20 per image
Paper copies (8.5x11 inches or larger)	---	\$3.65 per page
Paper copies (11x17 inches or larger)	---	\$8.60 per page

Schedule B - Noise or Sound Abatement Bylaw 1979

NOISE VARIANCE PERMIT FEES Section 15(4)	Current (2018)	Proposed (2019)
Permit Fee	\$100 / each	\$103 / each
Renewal Fee	\$50 / each	\$51 / each

Schedule C – Soil Deposit Bylaw 1971

SOIL DEPOSIT PERMIT FEES Section 4.1	Current (2018)	Proposed (2019)
Application Fee	\$250 / each	\$256 / each

To: City Manager
 From: Director Engineering
 Re: 2019 Engineering Fees
 2018 November 20..... Page 5

Schedule D - Soil Removal Regulation Bylaw 1961

SOIL REMOVAL PERMIT FEES Section 4.1	Current (2018)	Proposed (2019)
Application Fee	\$250 / each	\$256 / each

Schedule E – Street and Traffic Bylaw 1961

TRAFFIC CONTROL PERMIT FEES Section 24(2)(a)	Current (2018)	Proposed (2019)
▪ Application Fee		
One week duration or less	\$100	\$103
For each additional week	\$50 / week	\$51 / week

MINOR WORK PERMIT FEES Section 24(2)(b)	Current (2018)	Proposed (2019)
▪ Application Fee		
Valid for one month	\$300	\$308
▪ Extension Fee		
For each additional month	\$150 / month	\$154 / month
▪ Annual Renewal Fee		
Up to 5 years	\$300 / year	\$308 / year
5 years and more	Annual renewal fee plus \$513 / year for each monitoring well, test hole, installation, excavation, or work	
▪ Bonding	Based on value of potentially impacted City infrastructure	

STANDARD STREET WORK PERMIT FEES Section 24(2)(c)	Current (2018)	Proposed (2019)
▪ Application Fee	\$600, plus \$14/metre greater than 50 metres	\$615, plus \$15/metre greater than 50 metres

To: City Manager
 From: Director Engineering
 Re: 2019 Engineering Fees
 2018 November 20..... Page 6

▪ Pavement Degradation Fee Age of Street Pavement (as determined by the Engineer)			Fee per Excavation Size (square or lineal metre, whichever is greater)	
0 – 5 years			\$50	\$51
6 - 10 years			\$40	\$41
11 - 15 years			\$30	\$31
16 – 20 years			\$20	\$21
21 years or more			\$10	\$10
▪ Deposits and Fees for Works Completed by City Employees or Contractors			As per current Engineering Operations unit rates	
▪ Bonding			Based on value of potentially impacted City infrastructure	

DEVELOPMENT WORKS ENCROACHMENT PERMIT FEES Section 24(2)(d)		Current (2018)	Proposed (2019)
▪ Application Fee			
Hoarding		\$1,000	\$1,025
Shoring		\$1,000	\$1,025
▪ Renewal Fee		\$500 / permit	\$513 / permit
▪ Anchor Rod Retention Fee		\$2000 / anchor rod	\$2050 / anchor rod
▪ Deposits and Fees for Works Completed by City Employees or Contractors		As per current Engineering Operations unit rates	
▪ Bonding			
Anchor Rod		\$2,000 / rod	\$2,050 / rod
Hoarding - Construction Fencing - Covered Scaffolding - Structured Walkway		\$10,000 base plus \$60/metre plus \$100/metre plus \$300/metre	\$10,250 base plus \$62/metre plus \$103/metre plus \$308/metre
Shoring (shotcrete removal)		\$325 - \$1,800 / metre, depending on difficulty of removal as determined by Engineering	\$333 - \$1,845 / metre, depending on difficulty of removal as determined by Engineering
Excavation		\$150 / cubic metre	\$154 / cubic metre
Other works		Based on value of potentially impacted City infrastructure	

To: City Manager
 From: Director Engineering
 Re: 2019 Engineering Fees
 2018 November 20..... Page 7

OVERSIZED COMMERCIAL VEHICLE PERMIT FEES Section 49	Current (2018)	Proposed (2019)
Single Trip Permit	\$30 / each	\$31 / each
Yearly Permit	\$210 / vehicle	\$215 / vehicle
Duplicate Permit	\$30 / each	\$31 / each

Schedule F –Watercourse Bylaw 1988

SEDIMENT CONTROL SYSTEM PERMIT AND INSPECTION FEES Section 9(2)	Current (2018)	Proposed (2019)
▪ Sediment Control System Permit: Sediment Control System Permit (including 1st and 2nd inspections)		
	4% of estimated sediment control system construction value	4% of estimated sediment control system construction value
▪ Sediment Control Re-inspection Fee (for 3rd and each subsequent re-inspection): Where it has been determined by the assigned Engineering Inspector that due to non-compliance with the provisions of this Bylaw or incomplete work re- inspection is required <i>Re-inspection Fees subject to all applicable taxes</i>		
3rd inspection	\$250	\$256
4th inspection and thereafter	\$350	\$359



Item
Meeting 2018 Nov 26

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2018 Nov 19

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES **FILE:** 62500-01

SUBJECT: 2018 NOVEMBER - PARKS, RECREATION & CULTURAL SERVICES CAPITAL FUNDING BYLAW

PURPOSE: To seek Council authorization for a Capital Reserve Fund Bylaw to finance six projects.

RECOMMENDATION:

1. **THAT** Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$945,000 to finance the projects outlined in the attached report.

REPORT

At its 'Open' meeting of 2018 November 21, the Parks, Recreation and Culture Commission received the attached report and adopted the recommendation contained therein.

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:tc

Attachment

2018 November - Parks, Recreation & Cultural Services Capital Funding Bylaw (2018.11.26)

Copied to: Director Finance
City Solicitor



Item	8
Director's Report No.....	10
Meeting	2018 Nov 21

COMMISSION REPORT

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE
COMMISSION

DATE: 2018 Nov 21

FROM: DIRECTOR - PARKS, RECREATION &
CULTURAL SERVICES

FILE: 62500-01

SUBJECT: 2018 NOVEMBER - PARKS, RECREATION & CULTURAL SERVICES
CAPITAL FUNDING BYLAW

PURPOSE: To request a Capital Reserve Fund Bylaw to finance the projects outlined in this report.

RECOMMENDATION:

1. **THAT** the Parks, Recreation and Culture Commission recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$945,000 to finance the projects outlined in this report.

REPORT**INTRODUCTION**

Bylaw funding approval is being requested to enable work to go ahead on the projects listed below. Expenditure for all projects is planned for 2018, subject to operating conditions.

1. **Sports Fields Renovation Program** **\$350,000 (estimated)**
(DPW.0255)
Resurfacing of playing fields, upgrading of irrigation and drainage, and design specifications for sports fields within the park system. Focus on 2019 is for Willingdon Heights, Bell Field, Cariboo Hill School Park, Kisbey Park Field, and Squint Lake Field.
2. **Cariboo Hill School Lacrosse Court Upgrade** **\$185,000 (estimated)**
(DPW.0368)
Replacement of Cariboo Hill School Lacrosse box. Work to include paving and rebuilding of sub-base and renewal of the baseboard walls.

To: Parks, Recreation & Culture Commission
 From: Director Parks, Recreation & Cultural Services
 Re: 2018 November - Parks, Recreation and Cultural
 Services Capital Funding Bylaw

..... Page 3

3. **Burnaby Lake Pavilion – Piers & Docks** **\$110,000 (estimated)**
(DPW.0365)
 Work to include structural inspections, design, and cost options for replacement of the Burnaby Lake Pavilion Pier and Dock system.
4. **Metrotown Events Centre Conceptual Plan** **\$100,000 (estimated)**
(DPX.0215)
 Development of concept designs for the new events and presentation centre planned for Metrotown. Work will include site analysis, preliminary concept designs, and program analysis.
5. **Artificial Turf Field Replacement – BLSCW Field #4** **\$70,000 (estimated)**
(DPW.0279)
 Design specifications and tender documents for the replacement of the Burnaby Lake Sports Complex West Field #4 in 2019.
6. **Burnaby Mountain Clubhouse Improvements** **\$130,000 (estimated)**
(DPX.0194)
 Work to include replacement of the front door entrance, renewal of exterior door, upgrade of kitchen pass-through area, expansion of wall into office area to increase restaurant seating capacity, and removal of banquet room divider wall.

These expenditures are included in the 2018 – 2022 Financial Plan and sufficient Capital Reserve Funds are available to finance the capital projects outlined in this report.

POLICY SECTION

The projects identified in this report align with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan:

Goal

- A Safe Community
 - Community amenity safety –
 Maintain a high level of safety in City buildings and facilities for the public and City staff
- A Connected Community
 - Social connection –
 Enhance social connections throughout Burnaby

To: Parks, Recreation & Culture Commission
 From: Director Parks, Recreation & Cultural Services
 Re: 2018 November - Parks, Recreation and Cultural
 Services Capital Funding Bylaw

..... Page 4

- A Dynamic Community
 - City facilities and infrastructure –
 Build and maintain infrastructure that meets the needs of our growing community

RECOMMENDATION

It is recommended that the Parks, Recreation and Culture Commission recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$945,000 to finance the projects outlined in this report.



Dave Ellenwood
 DIRECTOR - PARKS, RECREATION & CULTURAL SERVICES

DE:JQ:vo

P:\Admin\Clerical\Staff\c\Data\WP\jq 2018 - November - Parks Capital Funding Bylaw

Copied to: Director Finance
 City Solicitor



Item
Meeting 2018 Nov 26

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2018 November 21

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: RFP #19-01/16

**SUBJECT: CONTRACT EXTENSION
REPAIR AND MAINTENANCE OF STREET LIGHTS
AND TRAFFIC SIGNALS**

PURPOSE: To obtain Council approval for a one year contract extension for the repair and maintenance of street lights and traffic signals.

RECOMMENDATION:

1. **THAT** Council approve a contract extension to Crown Contracting Limited for an estimated amount of \$1,710,000 including GST in the amount of \$81,429 for the repair and maintenance of street lights and traffic signals as outlined in this report. Final payment will be based on actual quantity of goods and services purchased.

REPORT

On 2016 April 14, one submission for a Request for Proposal (RFP) was received for work that involved the repair and maintenance of City street lights and traffic signals. No contract award was made as a result of this RFP.

On 2016 July 11, after direct negotiation with Crown Contracting Limited, a contract was awarded for the repair and maintenance of street lights and traffic signals in the amount of \$200,000 including GST in the amount of \$9,524 for the period 2016 July 11 to 2017 December 31. Since the award of this contract, there have been three change orders totaling \$1,400,000 including GST in the amount of \$66,667 for increased scope and volume of work. The City has since renewed for one additional year from 2018 January 01 to 2018 December 31 for the amount of \$1,075,000 including GST in the amount of \$51,190.

Crown Contracting Limited is currently providing non-emergency services for street lights and traffic signal maintenance and specific capital works while the City's in-house team of electricians is still developing its capacity to assist with the majority of emergency on-call services and day-to-day traffic signal operations and some capital works.

This recommendation is for a second contract extension effective 2019 January 01 to 2019 December 31 in the amount of \$1,710,000 including GST in the amount of \$81,429. Estimated total contract value is \$4,385,000 including GST in the amount of \$208,810. The scope of work

To: City Manager
From: Director Finance
Re: CONTRACT EXTENSION
REPAIR AND MAINTENANCE OF STREET LIGHTS AND TRAFFIC SIGNALS
2018 November 26 Page 2

will include various capital projects (eg. installation of new lit crosswalks and street light pole replacements) and on-going maintenance.

Crown Contracting Limited has previously performed this work to the satisfaction of City Staff. The Director Engineering concurs with this recommendation.

Funding for this requirement will be included in the 2019 – 2023 Provisional Financial Plan under various operating and capital accounts.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GC:SL/ew

Copied to: Director Engineering



Item
Meeting 2018 Nov 26

COUNCIL REPORT

TO:	CITY MANAGER	DATE:	2018 November 21
FROM:	DIRECTOR FINANCE	FILE:	5820-20
		<i>Reference:</i>	Jardine Lloyd Thompson
SUBJECT:	CONTRACT EXTENSION CITY FLEET INSURANCE		
PURPOSE:	To request Council approval for a one year contract extension for the Vehicle Fleet Insurance Program.		

RECOMMENDATION:

1. **THAT** Council approves a one year contract extension for \$1,114,000 to Jardine Lloyd Thompson, as outlined in this report. Final payment will be based on actual services performed.

REPORT

The City operates a vehicle fleet that is currently comprised of 685 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 collision and comprehensive perils subject to a deductible of \$5,000 and \$300 per accident/incident respectively.

The City fleet insurance policy for City's fleet Auto Liability, Collision, and Comprehensive insurance programs will renew on 2019 January 01 but the Insurance Corporation of British Columbia (ICBC) requires that all fleet premiums must be paid prior to issuance of a new plate decal. Jardine Lloyd Thompson is the City's insurance broker and they will pay ICBC on the City's behalf.

The cost of maintaining the fleet insurance program is a necessary operating expense that is included in the City's Provisional Operating Budget. This recommendation is for a one year contract extension from 2019 January 01 to 2019 December 31, for an estimated value of \$1,114,000.

Jardine Lloyd Thompson has previously performed similar work to the satisfaction of City staff. The Director Public Safety and Community Services concurs with this recommendation.

Funding for this contract is provided in various operating accounts within the 2019 – 2023 Financial Plan.

Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GC:SL/ew

Copied to: Director Public Safety and Community Services



INTER-OFFICE COMMUNICATION

TO: CITY CLERK 2018 November 21

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #12-11**
AMENDMENT BYLAW NO. 18/18; BYLAW #13897
Five-Storey Mixed-Use Development
Third Reading

ADDRESS: 4354 Hastings Street

LEGAL: Lot 63, DL 121, Group 1, NWD Plan 66565

FROM: C8a Urban Village Commercial District (Hastings)

TO: CD Comprehensive Development District (based on C8a and C8f Urban Village Commercial District (Hastings), Hastings Street Area Plan guidelines, and in accordance with the development plan entitled, "Mixed-Use Commercial and Residential Development – 4354 Hastings Street, Burnaby, BC" prepared by Chris Dikeakos Architects Inc.)

The following information applies to the subject rezoning bylaw:

- a) First Reading given on 2018 June 11;
- b) Public Hearing held on 2018 June 26; and,
- c) Second Reading given on 2018 July 09.

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 #12-11
 Third Reading
 2018 November 21..... Page 2

- *The applicant has submitted engineering design drawings for review and has agreed in a letter dated 2018 November 15 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 2018 November 15.*
- d) The granting of any necessary statutory rights-of-way, easements and/or covenants.
 - *The requisite statutory rights-of-way and covenant plans have been submitted and will be deposited in the Land Title Office prior to Final Adoption.*
- e) The granting of Section 219 Covenants:
 - restrict enclosure of balconies;
 - to ensure all disabled parking spaces remain as common property; and,
 - to ensure that licensed capacity and operating hours of the liquor primary use are maintained as described in Section 3.3 of this report.
 - *The applicant has agreed to this prerequisite in a letter dated 2018 November 15 and the required covenants have been submitted and will be deposited in the Land Title Office prior to Final Adoption.*
- f) 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 2018 November 15. The required covenant has been submitted and will be deposited in the Land Title Office prior to Final Adoption.*
- g) The review of a detailed Sediment Control System by the Director Engineering.
 - *The applicant has agreed to this prerequisite in a letter dated 2018 November 15.*
- h) 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.*
- i) The provision of a covered car wash stall and an adequately sized and appropriately

City Clerk
Rezoning Reference #12-11
Third Reading
2018 November 21..... Page 3

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 2018 November 15 committing to implement the recycling provisions.*
- j) 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 2018 November 15.*
- k) 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 2018 November 15 agreeing to comply with the Council-adopted sound criteria.*
- l) The undergrounding of existing overhead wiring abutting the site.
- *The applicant has agreed to this prerequisite in a letter dated 2018 November 15 and will deposit the necessary funds prior to Final Adoption.*
- m) The submission of a detailed comprehensive sign plan.
- *The applicant has agreed to this prerequisite in a letter dated 2018 November 15.*
- n) The deposit of the applicable Parkland Acquisition Charge.
- *The applicant has agreed in a letter dated 2018 November 15 to make the necessary deposits prior to Final Adoption.*
- o) The deposit of the applicable GVS & DD Sewerage Charge.
- *The applicant has agreed in a letter dated 2018 November 15 to make the necessary deposits prior to Final Adoption.*
- p) The deposit of the applicable School Site Acquisition Charge.
- *The applicant has agreed in a letter dated 2018 November 15 to make the necessary deposits prior to Final Adoption.*
- q) The submission of a written undertaking to distribute area plan notification forms,

City Clerk
Rezoning Reference #12-11
Third Reading
2018 November 21..... Page 4

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 2018 November 15 and the 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 2018 November 26, 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:rh

Attachment

cc: City Manager
Director Finance

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**PUBLIC HEARING MINUTES
HELD ON: 2018 June 26
REZ. REF. NO. 12-11
PAGE 1 OF 1**

**BURNABY ZONING BYLAW 1965,
AMENDMENT BYLAW NO. 18, 2018 - BYLAW NO. 13897**

Rez. #12-11

4354 Hastings Street

From: C8a Hastings Urban Village Commercial District

To: CD Comprehensive Development District (based on C8a and C8f Hastings Urban Village Commercial District, Hastings Street Area Plan guidelines, and in accordance with the development plan entitled "Mixed-Use Commercial and Residential Project – 4354 Hastings Street, Burnaby, BC" prepared by Chris Dikeakos Architects Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the construction of a five-storey grade, and residential uses above. In addition, a liquor primary use is proposed on the ground floor with business hours of 11:00 a.m. to 12:00 a.m. Sundays to Thursdays and 11:00 a.m. to 1:00 a.m. Fridays and Saturdays and a maximum occupancy of 65 persons.

One (1) letter were received in response to the proposed rezoning application:

1. Terry Beech, MP Burnaby North-Seymour

The following speakers appeared before Council and spoke to the proposed rezoning application: Mavis Roed and Ada Viezzer, representing the Royal Canadian Legion Branch #148, appeared before Council and spoke in support of the proposed rezoning application. Ms. Roed advised that the new space will enable additional fundraising activities, decrease occupancy capacity by 65%, and is not anticipated to have any negative impacts on the community. Ms. Viezzer read a letter from Mr. Terry Beech, MP for Burnaby North-Seymour in support of the North Burnaby Branch of the Royal Canadian Legion.

**MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL**

THAT this Public Hearing for Rez. #12-11, Bylaw #13897 be terminated.

CARRIED UNANIMOUSLY

**NOTICE OF MOTION
2018 NOVEMBER 26**

Zoning Bylaw Amendment

THAT Council direct City staff to pursue, on a priority basis, amendments to the Burnaby Zoning Bylaw that will facilitate construction of full cellars in single and two family dwellings.

Copy: City Manager Director Corporate Services Director Planning & Building City Solicitor
