



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

**OPEN PUBLIC MEETING AT 6:00 PM**  
**Monday, 2019 March 11**

---

**A G E N D A**

	<b><u>PAGE</u></b>
<b>1. <u>CALL TO ORDER</u></b>	
<b>2. <u>MINUTES</u></b>	
A) Open Council Meeting held 2019 February 25	1
B) Public Hearing (Zoning) held 2019 February 26	22
<b>3. <u>PROCLAMATIONS</u></b>	
A) International Day for the Elimination of Racial Discrimination (2019 March 21)	
B) World Down Syndrome Day (2019 March 21)	
<b>4. <u>DELEGATIONS</u></b>	
A) Gordon Berndt Re: Reconstruction of City's Works Yard <u>Speaker:</u> Gordon Berndt	27
B) Claire Preston Re: Tobacco Products <u>Speaker:</u> Claire Preston	28
C) Burnaby Arts Council Re: #BurnabyArtsConnected <u>Speaker:</u> Teena Martin	29

**5. REPORTS**

A)	Executive Committee of Council Re: Community Resource Centres - 2020 Lease Rates and Grants	31
B)	Executive Committee of Council Re: Grant Applications	37
C)	Financial Management Committee Re: 2019 February Engineering Capital Vehicle and Equipment Purchase Bylaw Funding Request	40
D)	Financial Management Committee Re: Burnaby Access Advisory Committee - Capital Bylaw Funding Request and Overview of Activities	45
E)	Financial Management Committee Re: 2019 February Engineering Capital Facilities Management Gaming Reserve Request	51
F)	Financial Management Committee Re: Major Civic Building Projects Status Update	54
G)	Planning and Development Committee Re: Secondary Suites in Two Family Dwellings	66
H)	Planning and Development Committee Re: 2019 Cycling and Walking Program	70
I)	Planning and Development Committee Re: Cycling Options for the Gilmore Overpass	83
J)	Planning and Development Committee Re: Bike-Sharing in Burnaby	95
K)	Public Safety Committee Re: Brentlawn Drive Traffic Congestion	110
L)	Manager's Report, 2019 March 11	111

**6. MANAGER'S REPORTS**

<b>1.</b>	<b>2019 UBCM MEMBERSHIP DUES</b>	<b>114</b>
-----------	----------------------------------	------------

Purpose: To seek Council approval for payment of Union of BC Municipalities 2019 Membership Dues.

2. **REVIEW OF COUNCIL INDEMNITIES RELATING TO THE ELIMINATION OF THE NON-ACCOUNTABLE ALLOWANCE** *ON TABLE*
3. **BUILDING PERMIT TABULATION REPORT NO. 1 AND 2 FROM 2019 JANUARY 01 - 2019 JANUARY 31 AND FROM 2019 FEBRUARY 01 - 2019 FEBRUARY 28** 117
- Purpose: To provide Council with information on construction activity as reflected by the building permits that have been issued for the subject period.
4. **CONTRACT AWARD CA-3081 SPERLING AVENUE STAIRWAY PROJECT** 120
- Purpose: To obtain Council approval to award a contract for the Sperling Avenue Stairway Project.
5. **CONTRACT AWARD CA-3091 PAVING AND TRAILS AT ROYAL OAK AVE., WILLINGDON AVE. AND PENZANCE DRIVE** 121
- Purpose: To obtain Council approval to award a contract for Road and Trail Rehabilitation at Royal Oak Ave., Willingdon Ave. and Penzance Drive.
6. **CONTRACT INCREASE CA-3154 PARKS FACILITIES PAVEMENT REHABILITATION PROGRAM – OPTIONAL WORK** 122
- Purpose: To obtain Council approval to award a contract increase for optional work for the Parks Facilities Pavement Rehabilitation Program.
7. **LIQUOR LICENCE APPLICATION #18-03 ROYAL CANADIAN LEGION BRANCH #148 4354 HASTINGS STREET (SEE ATTACHED SKETCH #1)** 124
- Purpose: To provide Council with a recommendation regarding the subject liquor primary licence application.

8. **SITING APPROVAL (BUILDING PERMIT #18-01118) 131**  
**4125 NORFOLK STREET**  
**PROPOSED TWO-FAMILY DWELLING UNDER EXISTING**  
**ZONING**  
**BROADVIEW COMMUNITY PLAN**

Purpose: To inform Council of a request to construct a new two-family dwelling under existing zoning in the Broadview Community Plan.

9. **COMMUNITY BENEFIT BONUS HOUSING FUNDS 135**  
**FAIR HAVEN HOMES SOCIETY - 4341 RUMBLE STREET**  
**REZONING REFERENCE #15-53**

Purpose: To advise of the use of Community Benefit Bonus Housing Funds to offset the City application / permit fees and required servicing costs for the Fair Haven seniors' non-market rental development.

10. **PROPOSED ZONING BYLAW TEXT AMENDMENT - 139**  
**TEMPORARY SHELTERS**

Purpose: To propose a text amendment to the Burnaby Zoning Bylaw to accommodate temporary shelters in various Zoning Districts throughout the City.

7. **BYLAWS**

**A) First Reading**

- A) #13992 - Burnaby Zoning Bylaw 1965, Amendment Bylaw 13992  
No. 5, 2019 - Rez. #16-40 (4040 Albert Street)  
From RM6 Hastings Village Multiple Family Residential District to CD Comprehensive Development District (based on RM2 Multiple Family Residential District and Hastings Street Area Plan guidelines, and in accordance with the development plan entitled "3-Plex Residential Building" prepared by Mara + Natha Architecture Ltd.)  
Purpose - to permit the construction of a three-unit townhouse development  
(Item 6(9), Manager's Report, Council 2019 February 25)
- B) #13993 - Burnaby Zoning Bylaw 1965, Amendment Bylaw 13993  
No. 6, 2019 - Rez. #18-39 (4803 Kingsway)  
From CD Comprehensive Development District (based on RM5 Multiple Family Residential District and C3 General

Commercial District) to Amended CD Comprehensive Development District (based on RM5 Multiple Family Residential District, C3 General Commercial District, P6 Regional Institutional District and the Metrotown Downtown Plan as guidelines, and in accordance with the development plan entitled "Change of Use" submitted by Tim Orr with Orr Development Corp.)

Purpose - to permit the establishment of a college (Alexander College) within the existing commercial retail unit of a mixed-use development  
(Item 6(10), Manager's Report, Council 2019 February 25)

- C) #13994 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 7, 2019 - Rez. #18-47 (4550 Lougheed Hwy) **13994**  
From CD Comprehensive Development District (based on P2 Administration and Assembly District, C3 General Commercial District, M1 Manufacturing District and Brentwood Town Centre Development Plan as guidelines) to Amended CD Comprehensive Development District (based on P2 Administration and Assembly District, C3 General Commercial District, M1 Manufacturing District and Brentwood Town Centre Development Plan as guidelines, and in accordance with the development plan entitled "Brentwood SkyTrain Station Upgrades" prepared by Perkkins + Will)  
Purpose - to permit the construction of an elevator, bus operator washroom facilities, and enclosure of the existing staircase  
(Item 6(11), Manager's Report, Council 2019 February 25)
- D) #13995 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 8, 2019 - Rez. #18-52 (6222 Willingdon Avenue) **13995**  
From CD Comprehensive Development District (based on C2 and C2f community Commercial District, RM5s Multiple Family Residential District and Metrotown Downtown Development Plan as guidelines) to Amended CD Comprehensive Development District (based on C2 and C2f Community Commercial District, RM5s Multiple Family Residential District and Metrotown Downtown Development Plan as guidelines)  
Purpose - to permit the installation of two skysigns, one on the Beresford Street (north) frontage and the other on Willingdon Avenue (west) frontage of the office component of a residential/commercial mixed-use building on the subject site  
(Item 6(12), Manager's Report, Council 2019 February 25)

- E) #14003 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 9, 2019 - Text Amendment **14003**  
Purpose - to amend the Burnaby Zoning Bylaw 1965 to accommodate temporary shelters in various Zoning Districts throughout the City  
(Item 6(10), Manager's Report, Council 2019 March 11)  
**Subject to approval of MR Item 6(10)**
- B) First, Second and Third Reading**
- F) #13996 - Burnaby Housing Agreement (4341 Rumble Street) Bylaw 2019 **13996**  
A bylaw to authorize the execution of a Housing Agreement for the non-market rental housing development at 4341 Rumble Street  
(Item 6(2), Manager's Report, Council 2019 February 25)
- G) #13997 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 10, 2019 **13997**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$6,830,000 to finance the 2019 February Engineering Capital Facilities Management Projects  
(Item 5(C), FMC Report, Council 2019 February 25)
- H) #13998 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 11, 2019 **13998**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$8,225,700 to finance the 2019 February Engineering Capital Infrastructure Projects  
(Item 5(D), FMC Report, Council 2019 February 25)
- I) #13999 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 12, 2019 **13999**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$1,375,000 to finance the 2019 February Engineering Capital Transportation Projects  
(Item 5(E), FMC Report, Council 2019 February 25)

- 
- J) #14000 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 13, 2019 **14000**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$1,240,000 to finance the 2019 February - Parks, Recreation and Cultural Services Projects  
(Item 6(5), Manager's Report, Council 2019 February 25)
- K) #14001- Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 14, 2019 **14001**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$383,200 to finance the 2019 February Engineering Capital Vehicle & Equipment Projects  
(Item 5(C), FMC Report, Council 2019 March 11)  
**Subject to approval of Item 5(C)**
- L) #14002 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 15, 2019 **14002**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$81,200 to finance the Burnaby Access Advisory Committee Capital Projects  
(Item 5(D), FMC Report, Council 2019 March 11)  
**Subject to approval of Item 5(D)**
- C) Second Reading**
- M) #13980 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 1, 2019 - Rez. #18-36 (Portion of 9702 Glenlyon Parkway) **13980**  
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 the Glenlyon Concept Plan guidelines, and in accordance with the development plan entitled "Stylus Made to Order Sofas" prepared by Taylor Kurtz Architecture and Design Inc.)  
Purpose - to permit the construction of a two-storey light industrial and office building  
(Item 8(13), Manager's Report, Council 2019 January 28)

- 
- N) #13981 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 2, 2019 - Rez. #18-45 (4260 Still Creek Drive) **13981**  
From Amended CD M5 Light Industrial District to Amended CD Comprehensive Development District (based on M5 Light Industrial District and Willingdon Business Park Community Plan guidelines, and in accordance with the development plan entitled "4260 Still Creek Drive Willingdon Park Phase 3" prepared by Hlynsky + Davis Architects Inc.)  
Purpose - to permit a change of use within an existing light industrial - office development to accommodate a data centre for a high-tech cyber security business  
(Item 8(14), Manager's Report, Council 2018 January 28)
- O) #13982 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 3, 2019 - Rez. #17-05 (4458 Beresford Street) **13982**  
From CD Comprehensive Development District (based on RM5s Multiple Family Residential District, C2 Community Commercial District and P1 Neighbourhood Institutional District) to Amended CD Comprehensive Development District (based on RM5s Multiple Family Residential District, C2 Community Commercial District, P1 Neighbourhood Institutional District and Metrotown Downtown Plan guidelines, and in accordance with the development plan entitled "4458 Beresford Street" prepared by IBI Group and Zhang Architecture Inc.)  
Purpose - to permit the expansion of the childcare component of a mixed-use development  
(Item 8(12), Manager's Report, Council 2019 January 28)
- P) #13983 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 4, 2019 - Text Amendment **13983**  
Purpose - to facilitate construction of full cellars in single family dwellings in the R1, R2, R3, R4, R5 and R9 Residential Districts  
(Item 7(K), PDC Report, Council 2019 January 28)
- D) Third Reading, Reconsideration and Final Adoption**
- Q) #13951 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 45, 2018 - Rez. #18-42 (5140 North Fraser Way) **13951**  
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)

**Memorandum - Director Planning & Building - 2019 March 06 - Page 143**

**E) Reconsideration and Final Adoption**

R) #13752 - Burnaby Zoning Bylaw 1965, Amendment Bylaw **13752**

No. 18, 2017 - Rez. #15-48 (7349 Gilley Avenue)

From 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 "Multiple  
Family Development, 7349 Gilley Avenue, Burnaby, B.C."  
prepared by Wilson Chang Architect Inc.)

Purpose - to permit the construction of a 3-storey stacked  
townhouse development (17 units) with full underground  
parking

(Item 7(4), Manager's Report, Council 2017 May 01)

**Memorandum - Director Planning & Building - 2019 March 06 - Page 146**

S) #13897 - Burnaby Zoning Bylaw 1965, Amendment Bylaw **13897**

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  
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 - 2019 March 06 - Page 150**

- T) #13991 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 9, 2019 **13991**  
A bylaw authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund - \$1,708,200 to finance the 2019 Engineering Capital Infrastructure Project - Metro Vancouver Douglas Main (Item 6(5), FMC Report, Council 2019 February 11)

**8. NOTICE OF MOTION**

- A) Councillor Pietro Calendino 154  
Re: Hospital Parking
- B) Councillor Colleen Jordan 155  
Re: Non-Market Housing

**9. NEW BUSINESS**

**10. INQUIRIES**

**11. ADJOURNMENT**



## COUNCIL MEETING MINUTES

**Monday, 2019 February 25**

An Open meeting of the City Council was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on Monday, 2019 February 25 at 5:30 p.m. followed immediately by a Closed meeting from which the public was excluded. At the conclusion of the Closed meeting, the Open meeting reconvened in the Council Chamber.

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

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

**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 MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the Open Council meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Council meeting reconvened at 6:03 p.m.

His Worship, Mayor Mike Hurley acknowledged the unceded, traditional, and ancestral lands of the hən̓q̓əmi̓nəm̓ and sk̓wx̓wú7mesh speaking people, and extended appreciation for the opportunity to hold a meeting on this shared Coast Salish territory.

## 2. MINUTES

### A) Open Council Meeting held 2019 February 11

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Open Council meeting held on 2019 February 11 be now adopted.

CARRIED UNANIMOUSLY

## 3. PROCLAMATIONS

### A) International Women's Day (2019 March 8)

Councillor Dhaliwal, on behalf of His Worship, Mayor Mike Hurley proclaimed 2019 March 8 as "*International Women's Day*" in the City of Burnaby.

### B) Stop the Sexual Exploitation of Children & Youth Awareness Week (2019 March 4 - 10)

Councillor Jordan, on behalf of His Worship, Mayor Mike Hurley proclaimed 2019 March 4 - 10 as "*Stop the Sexual Exploitation of Children and Youth Awareness Week*" in the City of Burnaby.

## 4. DELEGATIONS

### A) YVR Vancouver International Airport Re: Update on Airport Operations and Activities Speaker: Craig Richmond, President and CEO

Mr. Craig Richmond, President and CEO, Vancouver International Airport (YVR), appeared before Council and provided an update on the YVR's activities and accomplishments in 2018, and an overview of goals outlined in the 2020 Strategic Plan. The speaker noted YVR is the second busiest airport in Canada and fastest growing airport in North America, providing 100,000 jobs across BC, 24,000+ jobs at YVR, with \$16.5 billion total output. In 2018 YVR celebrated one year anniversary of Musqueam-YVR Friendship Agreement. YVR will be spending \$9.1 billion for future construction projects that include new parkade, geoexchange plant, and international terminal expansion. Mr. Richmond noted

that YVR achieved accessibility certification from Rick Hansen Foundation with gold rating, which makes YVR the first airport and the highest rated building in the program. In conclusion, the speaker noted that 2020 Environmental Plan include reduction of GHG emissions, waste, and potable water use.

**B) #AllOnBoard Campaign**

**Re: Affordable and Accessible Transit System in Metro Vancouver**

**Speakers: Viveca Ellis, Campaign Coordinator**

**Stephen D'Souza, Executive Director, Burnaby Community Services**

**Ms. Heather McCain, Founder and Executive Director, Citizens for Accessible Neighbourhoods**

**Ms. Viveca Ellis**, Campaign Coordinator, **Mr. Stephen D'Souza**, Executive Director, Burnaby Community Services, and **Ms. Heather McCain**, Founder and Executive Director, Citizens for Accessible Neighbourhoods, appeared before Council providing an overview of #AllOnBoard Campaign to achieve affordable and accessible transit system in Metro Vancouver. The campaign advocates for:

- free transit for all children and youth 0-18;
- sliding scale monthly pass system based on income;
- immediate end to the fare evasion ticketing of minors, and the introduction of community service and restorative justice options for adults as an alternative to fare evasion tickets; and
- social justice and poverty reduction mandate for TransLink.

The delegation noted that Metro Vancouver has zero affordability measures based on income to ensure equitable access to public transit system, and is behind many cities across Canada and US. The campaign is hoping to achieve maximum inclusion rather than punitive exclusion.

**MOVED BY COUNCILLOR KEITHLEY**

**SECONDED BY COUNCILLOR MCDONELL**

1. THAT the motion, as presented by the delegation, be approved in principle; and
2. THAT staff prepare a report including further recommendations, implementation and cost considerations for Council's consideration.

CARRIED UNANIMOUSLY

**5. REPORTS****A) His Worship, Mayor Mike Hurley  
Re: Citizens Appointment to the Mayor's Task Force on  
Community Housing**

His Worship, Mayor Mike Hurley submitted a report providing information on two (2) citizen representatives' appointments (Ms. Lois Budd and Ms. Claire Preston) to the Mayor's Task Force on Community Housing.

His Worship, Mayor Mike Hurley recommended:

1. THAT Council receive the report for information.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR KEITHLEY

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

CARRIED UNANIMOUSLY

**B) Financial Management Committee  
Re: 2019-2023 Provisional Financial Plan**

The Financial Management Committee submitted a report providing the City's 2019-2023 Provisional Financial Plan.

The Financial Management Committee recommended:

1. THAT Council receive the 2019-2023 Provisional Financial Plan.

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

**C) Financial Management Committee  
Re: 2019 February Engineering Capital Facilities  
Management Bylaw Funding Request**

The Financial Management Committee submitted a report seeking Council approval and funding for 2019 Engineering capital facilities management improvement projects.

The Financial Management Committee recommended:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserves Fund Bylaw in the amount of \$6,830,000, to finance Engineering capital facilities management improvement projects.

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

**D) Financial Management Committee**  
**Re: 2019 February Engineering Capital Infrastructure Bylaw**  
**Funding Request**

The Financial Management Committee submitted a report seeking Council authority for the use of Waterworks Utility and Sanitary Sewer Reserves and requesting a Capital Reserve Fund Bylaw to finance 2019 Engineering capital infrastructure projects.

The Financial Management Committee recommended:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserves Fund Bylaw in the amount of \$8,225,700, the use of Sanitary Sewer Capital Fund in the amount of \$2,803,000, and the use of Waterworks Utility Capital Fund in the amount of \$1,032,300 to finance Engineering capital infrastructure improvement projects, as outlined in the report.

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

**E) Financial Management Committee**  
**Re: 2019 February Engineering Capital Transportation Bylaw**  
**Funding Request**

The Financial Management Committee submitted a report seeking a Capital Reserve Fund Bylaw to finance 2019 Engineering capital transportation projects.

The Financial Management Committee recommended:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserves Fund Bylaw in the amount of \$1,375,000 to finance Engineering capital transportation improvement projects, as outlined in the report.

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

**F) Financial Management Committee**  
**Re: 2019 January Parks, Recreation and Cultural Services**  
**Gaming Fund Projects**

The Financial Management Committee submitted a report seeking Council authority for the use of Gaming Reserve to finance three Parks projects (e.g., accessibility improvements, water conservation devices, and safety and security).

The Financial Management Committee recommended:

1. THAT Council authorize the use of Gaming Reserves in the amount of \$325,000 to finance the projects outlined in the report.

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

**G) Financial Management Committee**  
**Re: Property Taxes**

The Financial Management Committee submitted a report providing Council with information on potential provincial and municipal solutions to the problem of rising property valuations driving significant property tax bills for local businesses.



The Financial Management Committee recommended:

1. THAT Council receive this report as information.
2. THAT a copy of this report is sent to the Burnaby Board of Trade.

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR MCDONELL

1. THAT the following motion be **REFERRED** to staff for report back at the next Regular Council meeting.

*“THAT the Mayor, on behalf of Council, write to the Minister of Finance, Ms. Carol James, and the Minister of Municipal Affairs and Housing, Ms. Selina Robinson, and urge the government to conduct an urgent review of the property tax processes in the Province of British Columbia, included but not limited to:*

- *the impact of Highest and Best Use policy for assessing small businesses;*
- *the impact of the province-wide flat rate school property tax for business and residential properties, which severely impacts small business and residential property owners in the Metro Vancouver region;*
- *the number of assessment categories allowed for cities to calculate the local tax rate;*
- *the potential of providing home owner grants via an income tax deduction rather than based on property value.*

*THAT a copy of this letter be circulated to all Metro Vancouver municipalities.”*

CARRIED UNANIMOUSLY

**H) Financial Management Committee**  
**Re: Elimination of Non-Accountable Allowance**

The Financial Management Committee submitted a report to Council regarding an amendment to the Mayor and Council's remuneration for the income tax impact of the elimination of the one-third non-accountable allowance.

The Financial Management Committee recommended:

1. THAT Council approve an adjustment to the remuneration for the Mayor and Councillors effective 2019 January 01 to offset the additional income tax impact on the elimination of the one-third non-accountable allowance.

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Financial Management Committee be adopted.

- amended

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR MCDONELL

THAT the motion be **AMENDED** to read:

THAT the adjustment to the remuneration for the Mayor and Councillors be **REFERRED** to the 2008 Council Indemnity Advisory Committee for independent review.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR VOLKOW

THAT the motion be approved, as **AMENDED**.

CARRIED UNANIMOUSLY

**I) Manager's Report, 2019 February 25**

The City Manager submitted a report dated 2019 February 25 on the following matters:

**6. MANAGER'S REPORTS****1. INCREASING BURNABY RCMP RESOURCES**

The City Manager submitted a report from the Director seeking Council approval to increase the number of police officers at the Burnaby RCMP Detachment.

The City Manager recommended:

1. THAT Council approve the addition of six police officers to the Burnaby RCMP in 2019 as outlined in the report.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**2. FAIR HAVEN HOMES SOCIETY HOUSING AGREEMENT  
BYLAW  
4341 RUMBLE STREET  
REZONING REFERENCE #15-53**

The City Manager submitted a report from the Director Planning and Building seeking Council authorization to bring forward a Housing Agreement bylaw for the seniors' non-market housing development at 4341 Rumble Street.

The City Manager recommended:

1. THAT Council direct the City Solicitor to bring forward a bylaw to authorize entering into a Housing Agreement in respect to the seniors' non-market housing development at 4341 Rumble Street, substantially on the terms outlined in the report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**3. BURNABY ARTS COUNCIL LICENCE AGREEMENT RENEWAL**

The City Manager submitted a report from the Director Parks, Recreation and Cultural Services seeking Council approval for a licence agreement renewal with the Burnaby Arts Council.

The City Manager recommended:

1. THAT approval be granted to renew the licence agreement with the Burnaby Arts Council for use of the house at 6584 Deer Lake Avenue for a further three year term.
2. THAT Council approve the renewal of the licence with the Burnaby Arts Council, as outlined in the report.
3. THAT Council authorize the City Solicitor to execute a licence agreement with the Burnaby Arts Council, as outlined in the report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**4. 2019 GIRO DI BURNABY**

The City Manager submitted a report from the Director Parks, Recreation and Cultural Services seeking Council authorization for the road closure for the 2019 Giro di Burnaby, as outlined in the report.

The City Manager recommended:

1. THAT Council authorize the road closure for the Giro di Burnaby as identified in the report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**5. 2019 FEBRUARY - PARKS, RECREATION AND CULTURAL SERVICES CAPITAL FUNDING BYLAW**

The City Manager submitted a report from the Director Parks, Recreation and Cultural Services seeking a Capital Reserve Fund Bylaw to finance the projects outlined in the report.

The City Manager recommended:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund bylaw in the amount of \$1,240,000 to finance the projects outlined in the report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**6. CONTRACT AWARD**  
**MINI SIDE LOAD REFUSE TRUCKS**

The City Manager submitted a report from the Director Finance seeking Council approval to award a contract for the supply and delivery of two mini side load refuse trucks.

The City Manager recommended:

1. THAT Council approve a contract award to Rollins Machinery Ltd. for a total cost of \$593,272.96 including GST and PST in the amount of \$63,564.96 as outlined in the report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**7. CONTRACT AWARD**  
**DRAINAGE AND ENVIRONMENTAL PROJECTS**

The City Manager submitted a report from the Director Finance seeking Council approval to award a contract for Drainage and Environmental Projects.

The City Manager recommended:

1. THAT Council approve a contract award to Mission Contractors Ltd. for an estimated total cost of \$1,418,684.23 including GST in the amount of \$67,556.39 as outlined in the report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**8. CONTRACT AWARD CB-3080**  
**FOREST AND ASH GROVE PRESSURE REDUCING VALVE**  
**STATIONS**

The City Manager submitted a report from the Director Finance seeking Council approval to award a contract for the replacement of the Forest and Ash Grove Pressure Reducing Valve stations and associated works.

The City Manager recommended:

1. THAT Council approve a contract award to Tritech Group Ltd. for an estimated total cost of \$743,971.07 including GST in the amount of \$35,427.19 as outlined in the report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**9. REZONING REFERENCE #16-40**  
**MULTIPLE-FAMILY DEVELOPMENT**

The City Manager submitted a report from the Director Planning and Building seeking Council authorization to forward this application to a Public Hearing on 2019 March 26. The purpose of the proposed rezoning bylaw amendment is to permit the construction of a three-unit townhouse development.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2019 March 11 and to a Public Hearing on 2019 March 26 at 6:00 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.
  - 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 improvements from the site within six months of Final Adoption of the Bylaw.
  - e) The granting of any necessary statutory rights-of-way, easements and/or covenants, including the granting of a Section 219 Covenant restricting the enclosure of balconies.
  - f) The review of a detailed Sediment Control System by the Director Engineering.
  - g) The undergrounding of all wiring abutting the site along the lane.
  - h) The pursuance of Storm Water Management Best Practices in line with established guidelines.
  - i) The deposit of the applicable Parkland Acquisition Charge.
  - j) The deposit of the applicable GVS &DD Sewerage Charge.
  - k) The deposit of the applicable School Site Acquisition Charge.

- l) 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 JOHNSTON

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**10. REZONING REFERENCE #18-39**  
**CHANGE OF USE TO ALLOW A COLLEGE**  
**(500 STUDENTS AND 50 STAFF MEMBERS)**  
**METROTOWN DOWNTOWN 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 2019 March 26. The purpose of the proposed rezoning bylaw amendment is to permit the establishment of a college (Alexander College) within the existing commercial retail unit of a mixed-use development.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2019 March 11 and to a Public Hearing on 2019 March 26 at 6:00 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 granting of any necessary covenants including but not limited to a Section 219 Covenant permitting the specific P6 post-secondary college use subject to limitations outlined in Section 3.1 of the report.
  - c) A granting of any necessary easements or statutory rights-of-way including but not limited to along Kingsway of 3.5 m (11 ft) and along McMurray Avenue of 1.5 m (5 ft) on the subject site for



future construction of Town Centre public realm upgrades and future transportation improvements, as necessary.

- d) The provision of facilities for cyclists in accordance with Section 3.3 of the report.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**11. REZONING REFERENCE #18-47**  
**BRENTWOOD TOWN CENTRE SKYTRAIN STATION**  
**EXPANSION AREA**  
**BRENTWOOD TOWN CENTRE 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 2019 March 26. The purpose of the proposed rezoning bylaw amendment is to permit construction of an elevator, bus operator washroom facilities, and enclosure of the existing staircase.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2019 March 11 and to a Public Hearing on 2019 March 26 at 6:00 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 review of a detailed Sediment Control System by the Director Engineering.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR WANG

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**12. REZONING REFERENCE #18-52  
SKYSIGN ON EXISTING BUILDING  
METROTOWN DOWNTOWN 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 2019 March 26. The purpose of the proposed rezoning is to permit the installation of two skysigns, one on the Beresford Street (north) frontage and the other on Willington Avenue (west) frontage of the office component of a residential/commercial mixed-use building on the subject site.

The City Manager recommended:

1. THAT a Rezoning Bylaw be prepared and advanced to First Reading on 2019 March 11, and to a Public Hearing on 2019 March 26 at 6:00 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) A commitment that the skysign installation be related to continued occupancy by CUPE at the subject site.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR VOLKOW

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

**13. REZONING APPLICATIONS**

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

**Item #01**      Application for the rezoning of:  
**Rez #18-18**    Lot 1 District Lots 123 And 124 Group 1 New Westminster District  
Plan EPP40171 Except Air Space Parcels 1 And 2 Air Space  
Plan EPP55463

**From:**        CD Comprehensive Development District (based on C3, C3a  
General Commercial District, P2 Administration and Assembly  
District, RM4s, RM5s Multiple Family Residential District and  
Brentwood Town Centre Plan as guidelines)

**To:** Amended CD Comprehensive Development District (based on C3 General Commercial District, RM4s, RM5s Multiple Family Residential District and Brentwood Town Centre Plan as guidelines)

**Address:** Portion of 4567 Lougheed Highway

**Purpose:** To permit construction of a retail building within the Brentwood Mall redevelopment site.

The City Manager recommended:

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

MOVED BY COUNCILLOR DHALIWAL  
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

**Item #02** Application for the rezoning of:  
**Rez #18-50** Lot 1 District Lot 28 Group 1 NWD Plan BCP26577

**From:** CD Comprehensive Development District (based on RM2 Multiple Family Residential District)

**To:** Amended CD Comprehensive Development District (based on RM3r Multiple Family Residential District, and Sixth Street Community Plan as guidelines)

**Address:** 7898-18th Avenue

**Purpose:** To permit a three-storey non-market housing development.

The City Manager recommended:

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

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

## 7. BYLAWS

### First, Second and Third Reading

- A) Burnaby Capital Works, Machinery and Equipment Reserve #13991  
Fund Expenditure Bylaw No. 9, 2019

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT Bylaw No. 13991 be now introduced and read three times.

CARRIED UNANIMOUSLY

### Consideration and Third Reading

- B) Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 44, #13950  
2018 - Rez. #17-18 (4838 Hastings Street)

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR VOLKOW

THAT Bylaw No. 13950 be now considered and read a third time.

CARRIED UNANIMOUSLY

### Reconsideration and Final Adoption

- C) Burnaby Capital Works, Machinery and Equipment Reserve #13984  
Fund Expenditure Bylaw No. 2, 2019
- D) Burnaby Capital Works, Machinery and Equipment Reserve #13985  
Fund Expenditure Bylaw No. 3, 2019
- E) Burnaby Capital Works, Machinery and Equipment Reserve #13986  
Fund Expenditure Bylaw No. 4, 2019

- F) Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 5, 2019 #13987
- G) Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 6, 2019 #13988
- H) Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 7, 2019 #13989
- I) Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 8, 2019 #13990

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR VOLKOW

THAT Bylaw No. 13984, 13985, 13986, 13987, 13988, 13989 and 13990 be now reconsidered and Finally Adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

## 8. NEW BUSINESS

### Councillor Calendino – Tenant Assistance Policy

With the unanimous support of Council, the following motion was introduced for immediate consideration:

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR KEITHLEY

THAT staff pursue, on a priority basis, amendments to the Tenant Assistance Policy.

CARRIED UNANIMOUSLY

### Councillor Calendino – Notice of Motion – Hospital Parking

Councillor Calendino provided Council with the following Notice of Motion:

THAT this proposal on Hospital Pay Parking be **REFERRED** to staff with the intent of bringing a report to the Planning and Development Committee with options regarding street parking around the hospital.

Councillor Calendino provided the Clerk with a printout, outlining the proposal referred to in the Notice of Motion.

**Councillor Jordan – Notice of Motion – Non-Market Housing**

Councillor Jordan provided Council with the following Notice of Motion:

WHEREAS there are more than 1000 units of non-market rental housing currently in various stages of development within the City; and

WHEREAS the affordability of rents in these projects will be partially dependent on reducing the cost of construction and the subsequent mortgage;

THEREFORE BE IT RESOLVED that Council request staff to prepare a report on the advisability and feasibility of the City amending our Housing Benefit Policy to include the allocation of a cash contribution of up to \$20,000 per unit of each new non-market housing project. And that staff report their recommendation to the Planning and Development Committee in timely manner, in order to be able to assist current non-profits proponents with planning for their developments; and

BE IT FURTHER RESOLVED that the report includes the estimated impact on the rental rates for units in receipt of a cash contribution.

**His Worship, Mayor Hurley – Burnaby Streamkeepers and Watershed Stewardship Groups Recognition**

His Worship, Mayor Hurley noted that more than 70% of Burnaby's waterways are now open thanks to collaboration between the City and volunteers, such as Mark Angelo, the original Burnaby streamkeeper. Mayor Hurley conveyed thanks to the Burnaby Council of 1973, who set bylaws protecting waterways and requiring thoughtful approaches to restoration, and for all Councils since who have maintained that protection; to volunteers and leaders in Burnaby Streamkeepers and Watershed Stewardship Programs for their hands-on connection; and to the City staff over the past 50+ years for their support and dedication.

**Councillor Volkow – City Snow Clearing Efforts**

Councillor Volkow conveyed thanks to staff for their hard work clearing the snow and referred to positive feedback from the community.

9. **INQUIRIES**

There were no new inquiries brought before Council at this time.

10. ADJOURNMENT

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR CALENDINO

THAT this Open Council meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Council meeting adjourned at 8:09 p.m.

Confirmed:

Certified Correct:

\_\_\_\_\_  
MAYOR

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

DRAFT



## **PUBLIC HEARING MINUTES**

**Tuesday, 2019 February 26**

A Public Hearing (Zoning) was held in the Council Chamber, City Hall, 4949 Canada Way, Burnaby, B.C. on Tuesday, 2019 February 26 at 6:00 p.m.

### **CALL TO ORDER**

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

ABSENT: Councillor Dan Johnston

STAFF: Mr. Lou Pelletier, Director Planning and Building  
Mr. Ed Kozak, Deputy Director Planning and Building  
Ms. Blanka Zeinabova, Deputy City Clerk  
Ms. Monica Macdonald, Administrative Officer

His Worship, Mayor Mike Hurley called the meeting to order at 6:01 p.m.

### **ZONING BYLAW AMENDMENTS**

1) **Burnaby Zoning Bylaw 1965,**  
**Amendment Bylaw No. 1, 2019 - Bylaw No. 13980**

Rez . #18-36

Portion of 9702 Glenlyon Parkway

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 the Glenlyon Concept Plan guidelines and in accordance with the development plan entitled "Stylus Made to Order Sofas" prepared by Taylor Kurtz Architecture and Design Inc.)



The purpose of the proposed zoning bylaw amendment is to permit the construction of a two-storey light industrial and office building.

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 JORDAN  
SECONDED BY COUNCILLOR DHALIWAL

THAT this Public Hearing for Rez. #18-36, Bylaw #13980 be terminated.

CARRIED UNANIMOUSLY

2) **Burnaby Zoning Bylaw 1965,**  
**Amendment Bylaw No. 2, 2019 - Bylaw No. 13981**

Rez. #18-45

4260 Still Creek Drive

From: Amended CD M5 Light Industrial District

To: Amended CD Comprehensive Development District (based on M5 Light Industrial District and Willingdon Business Park Community Plan Guidelines, and in accordance with the development plan entitled "4260 Still Creek Drive Willingdon Park Phase 3" prepared by Hlynsky + Davis Architects Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the change of use within an existing light industrial – office development to accommodate a data centre for a high-tech cyber security business.

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 JORDAN  
SECONDED BY COUNCILLOR DHALIWAL

THAT this Public Hearing for Rez. #18-45, Bylaw #13981 be terminated.

CARRIED UNANIMOUSLY

3) **Burnaby Zoning Bylaw 1965,**  
**Amendment Bylaw No. 3, 2019 - Bylaw No. 13982**

Rez. #17-05

4458 Beresford Street

From: CD Comprehensive Development District (based on RM5s Multiple Family Residential District, C2 Community Commercial District and P1 Neighbourhood Institutional District)

To: Amended CD Comprehensive Development District (based on RM5s Multiple Family Residential District, C2 Community Commercial District and P1 Neighbourhood Institutional District and Metrotown Downtown Plan guidelines and in accordance with the development plans entitled "4458 Beresford Street" prepared by IBI Group and Zhang Architecture Inc.)

The purpose of the proposed zoning bylaw amendment is to permit the expansion of the childcare component of a mixed-use development.

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

- 1. **Yukari Iwao**, 802-6333 Silver Avenue, Burnaby

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

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR WANG

THAT this Public Hearing for Rez. #17-05, Bylaw #13982 be terminated.

CARRIED UNANIMOUSLY

4) **Burnaby Zoning Bylaw 1965,**  
**Amendment Bylaw No. 4, 2019 - Bylaw No. 13983**

20

TEXT AMENDMENT

The purpose of the proposed zoning bylaw amendment is to facilitate construction of full cellars in single family dwellings in the R1, R2, R3, R4, R5 and R9 Residential Districts.

Twelve (12) letters were received in response to the proposed rezoning application:

1. **Leslie Zenger**, 5995 Elgin Place, Burnaby
2. **Harry Joaquin**, 4651 Napier Street, Burnaby
3. **Daniel Yang**, 4636 Northview Court, Burnaby
4. **Sharan Chadha**, 5077 Belleville Avenue, Burnaby
5. **Sunny T.**, 5077 Belleville Avenue, Burnaby
6. **Birpartap Singh Mangat**, 8584 Armstrong Avenue, Burnaby
7. **Rajwinder Kaur Mangat**, 8584 Armstrong Avenue, Burnaby
8. **Jenn Gill**, 5077 Belleville Avenue, Burnaby
9. **Harpal & Joginder Thandi**, 5077 Belleville Avenue, Burnaby
10. **Raman Chadha**, 5077 Belleville Avenue, Burnaby
11. **Pardeep Paul**, no address provided
12. **David Singh**, 5077 Belleville Avenue, Burnaby

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

**Leslie Zenger**, 5995 Elgin Place, Burnaby, appeared before Council and spoke in opposition to the proposed text amendment. The speaker expressed concern that there was no neighbourhood consultation, and believes that subdivisions would be more suitable and affordable for younger families.

**Kanwal Sekhon**, 8040 17<sup>th</sup> Avenue, Burnaby, appeared before Council and spoke in support of the proposed text amendment. The speaker believes that bigger suites will provide needed space for families and tenants.

**Mohan Kambo**, 7744 18<sup>th</sup> Avenue, Burnaby, appeared before Council and spoke in support of the proposed text amendment. The speaker supports laneway housing, cellars and similar initiatives that address housing issues.

**Dan Fuaro**, 5480 Monarch Street, Burnaby, appeared before Council and spoke in support of the proposed text amendment. The speaker believes allowing cellars and rental suites will address housing needs and decrease prices, and will allow families to live together independently.

**Ba Koh**, 5100 Frances Street, Burnaby, appeared before Council and spoke in support of the proposed text amendment. Mr. Koh expressed concerns with high cost of living, and believes that having a suite will support rental market and also help older people, who are on fixed pension, to receive an income from the property.

**Janet Yu**, 3507 Braelawn Drive, Burnaby, appeared before Council and spoke in support of the proposed text amendment. Ms. Yu believes that suites will provide affordability and independence for children and tenants.

Stephen Sandhu, 4657 Rumble Street, Burnaby, appeared before Council and spoke in support of the proposed text amendment. The speaker believes rentals will be more affordable, and allow families to live together.

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR CALENDINO

THAT this Public Hearing for Zoning Bylaw Text Amendment, Bylaw #13983 be terminated.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR CALENDINO

That this Public Hearing do now adjourn.

CARRIED UNANIMOUSLY

The Public Hearing adjourned at 6:43 p.m.

\_\_\_\_\_  
Mike Hurley  
MAYOR

\_\_\_\_\_  
Blanka Zeinabova  
DEPUTY CITY CLERK

City of Burnaby



# Proclamation

## INTERNATIONAL DAY FOR THE ELIMINATION OF RACIAL DISCRIMINATION

**Whereas** The City of Burnaby is committed to the belief that equal opportunity and treatment should exist for all people; and

**WHEREAS** Every resident of Burnaby has the right to realize their potential regardless of race, national or ethnic origin, and to live at all times in conditions of dignity, respect and peace; and

**WHEREAS** The City of Burnaby is a signatory municipality of the Canadian Coalition of Municipalities against Racism and Discrimination; and

**WHEREAS** The General Assembly of the United Nations has designated March 21 as the 'International Day for the Elimination of Racial Discrimination.'

NOW THEREFORE I, MIKE HURLEY, MAYOR OF BURNABY,  
DO HEREBY PROCLAIM MARCH 21 AS

“INTERNATIONAL DAY FOR  
THE ELIMINATION OF RACIAL  
DISCRIMINATION”

IN THE CITY OF BURNABY.

DATED THIS TWENTY-FIRST  
DAY OF MARCH, 2019 A.D.

MIKE HURLEY  
MAYOR



City of Burnaby



# Proclamation

## WORLD DOWN SYNDROME DAY

**Whereas** World Down Syndrome Day is a global awareness day which has been officially observed by the United Nations since 2012; and

**WHEREAS** 1 in every 750 babies born in Canada today has Down syndrome; and

**WHEREAS** there are currently over 40,000 Canadian citizens who have Down syndrome; and

**WHEREAS** individuals with Down syndrome have tremendous potential to live full and fulfilling lives as contributing members of the community; and

**WHEREAS** individuals with Down syndrome have tremendous potential to live full and fulfilling lives as contributing members of the community; and

**WHEREAS** the City of Burnaby fully supports the rights, inclusion and well-being of all individuals with Down syndrome.

NOW THEREFORE I, MIKE HURLEY, MAYOR OF BURNABY,  
DO HEREBY PROCLAIM MARCH 21, 2019 AS

**“WORLD DOWN SYNDROME DAY”**

IN THE CITY OF BURNABY.

DATED THIS ELEVENTH  
DAY OF MARCH, 2019 A.D.

MIKE HURLEY  
MAYOR



DELEGATION  
2019 MARCH 11

---

From: Gordon Berndt [REDACTED]  
Sent: February-07-19 9:32 AM  
To: Clerks  
Subject: Presentation

Good Morning;  
I would like to request an opportunity to present to council and mayor on my concerns regarding the reconstruction of new works yard. Please let me know when a time would be available to present to a full council meeting.

Sincerely  
Gordon K Berndt  
[REDACTED]

Sent from my iPad

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

DELEGATION  
2019 MARCH 11

Office of the City Clerk  
Burnaby City Hall  
4949 Canada Way  
Burnaby, BC, V5G 1M2

To the Office of the City Clerk,

I would like to appear as a delegate to city council to present my stance on tobacco products and how Burnaby can help the environment without prohibition of these products.

Sincerely,

Claire Preston

[REDACTED]

[REDACTED]

Burnaby BC, [REDACTED]

[REDACTED]

Copied to:  
City Manager  
Dir. Corporate Services  
Dir. Engineering





6584 Deer Lake Ave,  
Burnaby, BC V5G 3T7  
Ph: (604) 298 - 7322

February 21, 2019

**Attention: Mayor & City Council**

**Re: Burnaby Arts Council Delegation to Burnaby City Council**

Mayor & Council,

The BAC has a long history of creating a presence for the Arts in the City of Burnaby. The BAC is a BC registered Non-profit Society and a listed CRA Charity Organization. We maintain a professional constitution, with by-laws, and conduct annual financial reviews. The organization started in the early 1960s when local art groups organized and advocated for a permanent home for the fledgling Burnaby Art Gallery. Since those early years, the BAC has seen many changes in the cultural life of the city of Burnaby and has itself evolved to become a dynamic community orientated cultural organization with many successful arts programs and projects to its credit. The objective of the organization are to inspire a life-long curiosity and appreciation of the ARTS. Creating vibrant connections through the Arts!

The Burnaby Arts Council is committed to serving the people of Burnaby by creating a vibrant and diverse presence of the Arts in the City and to actively advocating for the importance of the Arts!

**2018 Gallery Stats**

- 5,000 visitors stopped by the Deer Lake Art Gallery
  - ✓ 1,000 visitors during the Luminescence III exhibition
  - ✓ 500 people enjoyed our new Live at the Gallery music series with standing room only at Bill Coon performance!
  - ✓ 300 people attended artist's talks & workshops!
  - ✓ 800 visitors experienced the Susan Point Exhibition
  - ✓ 90 visual artists were showcased at the Gallery (in exhibition & Summer Arts Festival)

**2018 Events & Activities Stats**

- 4,000 people attended the Deer Lake Craft Festival
- 2,000 children enjoy Burnaby Summer Theatre performances
- 1,000 people experienced the Summer Arts Festival
- 30 entertainers/musicians employed to perform at Summer/Winter festivals.
- 20 emerging and professional musicians played at our new Live @ the Gallery concert series
- 5 SFU students hired for the summer
- Sold out Indigenous artist talks, storytelling and conversations
- 250 people from across BC participated in the 2018 Arts BC Conference. The BAC partnered with the Provincial organization Arts BC to host the 2018 Arts BC Conference at the Nikkei Centre

Copied to:  
City Manager, Dir. Corporate Services, Dir. Parks, Recreation and Cultural Services



6584 Deer Lake Ave,  
Burnaby, BC V5G 3T7  
Ph: (604) 298 - 7322

### 2019 Growth & Revitalization

We continue to review our programming to identify areas to expand and improve.

- Increase indigenous Engagement to a monthly event. Seek out additional contacts in the Indigenous Community to ensure this goal.
- Schedule and plan monthly Live at the Gallery events.
- Expand and grow the Summer Arts Festival to a month long community event.
- Engage an additional 40 musicians for Live at the Gallery, exhibition openings and the expanded month long Summer Arts Festival.

### 2019-2021 Strategic Planning

The New Strategic Plan we are drafting is our commitment to begin a renewal process that will take time to grow and evolve. Working in collaboration with artists, cultural organizations, stakeholders and the community.

### 2020

50 YEARS OF ART! Since 1970 we have been celebrating and promoting a vibrant arts community. Planning ahead, in 2020 the BAC turns 50, it will be an amazing year filled with Music, Arts Exhibitions, Music, Festival & Gala. We would like to open the conversation about how we can partner with the City to make the Burnaby Arts Council anniversary an exciting community experience. It is time to plan and celebrate!

The Burnaby Arts Council look forward to working with the City of Burnaby! We are excited to explore ideas and visions of creating a vibrant arts community together. Bridging cultures and building a strong community through the Arts!

We would like to take this opportunity to express once again our appreciation of City of Burnaby's continued support.

Sincerely,

Teena Martin  
Executive Director **Burnaby Arts Council**  
6584 Deer Lake Avenue  
Burnaby, BC V5G 3T7

Tel (604)298-7322  
Email [info@burnabyartscouncil.org](mailto:info@burnabyartscouncil.org)  
Website [www.burnabyartscouncil.org](http://www.burnabyartscouncil.org)

The Arts Council of Burnaby, we acknowledging that the land on which we gather is within the shared traditional territories of the **Skwxwú7mesh Úxwumixw (Squamish)**, **Tsleil-Waututh**, and **xʷməθkʷəy̍əm (Musqueam)** First Nations.



**EXECUTIVE COMMITTEE OF COUNCIL**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: COMMUNITY RESOURCE CENTRES – 2020 LEASE RATES AND GRANTS**

**RECOMMENDATIONS:**

1. THAT Council approve the proposed 2020 lease rates for Resource Centre tenants, as presented in Section 4.0 of this report.
2. THAT information on the approved 2020 lease rates and the anticipated lease grants be distributed to Resource Centre tenants.
3. THAT Resource Centre tenants, which meet the grant eligibility criteria established by Council, be invited to make an application for 2020 lease grants.

**REPORT**

The Executive Committee of Council, at its meeting held on 2019 March 06, received and adopted the *attached* report proposing lease rates and anticipated lease grants for 2020 for non-profit tenants at all City-owned Community Resource Centres.

Respectfully submitted,

Councillor S. Dhaliwal  
Chair

Mayor M. Hurley  
Vice Chair

Copied to:	City Manager Director Planning & Building Director Corporate Services Director Engineering Director Finance Director Parks, Rec. & Cult. Services Chief Licence Inspector
------------	---



Meeting 2019 March 6  
COMMITTEE REPORT

---

**TO:** CHAIR AND MEMBERS  
EXECUTIVE COMMITTEE OF COUNCIL

**DATE:** 2019 February 25

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 12000 10  
*Reference: Lease Grants*

**SUBJECT:** COMMUNITY RESOURCE CENTRES – 2020 LEASE RATES AND GRANTS

**PURPOSE:** To present proposed lease rates and anticipated lease grants for 2020 for non-profit tenants at all City-owned Community Resource Centres.

---

#### RECOMMENDATIONS:

1. **THAT** Council be requested to approve the proposed 2020 lease rates for Resource Centre tenants, as presented in Section 4.0 of this report.
2. **THAT** information on the approved 2020 lease rates and the anticipated lease grants be distributed to Resource Centre tenants.
3. **THAT** Resource Centre tenants which meet the grant eligibility criteria established by Council be invited to make an application for 2020 lease grants.

### REPORT

#### 1.0 INTRODUCTION

In 1992 April, Council approved guidelines for the establishment of lease rates and the issuance of lease grants to non-profit community groups occupying space at designated City-owned Resource Centres. The guidelines consist of two key components: a) annual adjustments for inflation to establish lease rates, and b) establishment of a mechanism for the provision of offsetting grants, representing 25% to 50% of lease costs, for qualifying tenant organizations<sup>1</sup>.

The purpose of this report is to present the proposed lease rates and anticipated lease grants for 2020 for tenants of the City's Community Resource Centres:

- Brentwood Community Resource Centre, 2055 Rosser Avenue

---

<sup>1</sup> The 25 percent offset is available to agencies for which between 25 and 75 percent of their constituency consists of Burnaby residents. The 50 percent offset is available to agencies for which over 75 percent of their constituency consists of Burnaby residents.

To: Executive Committee of Council  
 From: Director Planning and Building  
 Re: Community Resource Centres – 2020 Lease Rates and Grants  
 2019 February 25..... Page 2

- Edmonds Community Resource Centre, 7355 Canada Way
- Holdom Community Resource Centre, 2120 Holdom Avenue
- McKercher Community Resource, 6140 McKercher Avenue
- Metrotown Community Resource Centre, 4460 Beresford Street
- Pioneer Community Resource Centre, 4535 Kingsway

## 2.0 POLICY CONTEXT

This report aligns with the following goals and sub-goals of the Corporate Strategic Plan:

- 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
  - Partnership – Work collaboratively with businesses, educational institutions, associations, other communities and governments
- An Inclusive Community
  - Serve a diverse community – Ensure City services fully meet the needs of our dynamic community
  - Create a sense of community – Provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Dynamic Community
  - City facilities and infrastructure – Build and maintain infrastructure that meets the needs of our growing community

## 3.0 PROPOSED 2020 LEASE RATES AND ANTICIPATED 2019 LEASE GRANTS

For 2019, the lease rate was set at \$13.63/square foot per annum for program/office space at the Resource Centres. It is proposed that the lease rate for the coming year be increased by 2.0 percent, consistent with the 2019 core consumer price index inflation rate<sup>2</sup>. This change would result in a proposed lease rate of \$13.90/square foot per annum (rounded) for program/office space in 2020 (see Appendix 1, Table 2 *attached*).

Anticipated 2020 lease grant amounts and resulting 2020 lease costs to tenants are also outlined in Appendix 1, Table 2 *attached*. The lease grant amounts are based on the Council adopted lease grant guidelines. The estimate of anticipated lease grants is provided to assist tenants in making application for 2020 lease grants and for the City's budget planning purposes. Lease grant amounts are based on current occupancies and expected lease grant eligibility for 2020.

<sup>2</sup> As provided by the Finance Department, based on information released by the Royal Bank of Canada.

To: Executive Committee of Council  
 From: Director Planning and Building  
 Re: Community Resource Centres –2020 Lease Rates and Grants  
 2019 February 25..... Page 3

#### 4.0 ANTICIPATED LEASE REVENUE AND GRANTS - SUMMARY

Funds for the anticipated 2020 lease grants will be included for consideration in the upcoming 2020 Provisional Operating Budget. For budgeting and comparison purposes, Table 1 below summarizes the total change arising from the proposed 2020 lease rates and anticipated lease grants for tenants of the Edmonds, Holdom, Brentwood, Metrotown, Pioneer, and McKercher Community Resource Centres, based on current 2019 space allocations and the proposed 2.0 percent lease rate increase.

**Table 1**  
**SUMMARY OF TOTAL CHANGE OF LEASE REVENUE AND GRANTS (2019-2020)**

	2019	2020	Resulting Change 2019-2020
<b>Edmonds Neighbourhood Resource Centre</b>			
Lease Revenue (before grants)	\$237,652.68	\$242,360.40	\$4,707.72
Allocated/Anticipated Lease Grants	\$95,696.23	\$97,591.90	\$1,895.67
Lease Revenues (after grants)	\$141,956.45	\$144,768.50	\$2,812.05
<b>Holdom Community Resource Centre</b>			
Lease Revenue (before grants)	\$68,763.35	\$70,125.50	\$1,362.15
Allocated/Anticipated Lease Grants	\$34,381.68	\$35,062.75	\$681.07
Lease Revenues (after grants)	\$34,381.68	\$35,062.75	\$681.07
<b>Brentwood Community Resource Centre</b>			
Lease Revenue (before grants)	\$83,224.78	\$84,873.40	\$1,648.62
Allocated/Anticipated Lease Grants	\$41,612.39	\$42,436.70	\$824.31
Lease Revenues (after grants)	\$41,612.39	\$42,436.70	\$824.31
<b>Metrotown Community Resource Centre</b>			
Lease Revenue (before grants)	\$150,161.71	\$153,136.30	\$2,974.59
Allocated/Anticipated Lease Grants	\$72,968.21	\$74,413.65	\$1,445.44
Lease Revenues (after grants)	\$77,193.51	\$78,722.65	\$1,529.15
<b>Pioneer Community Resource Centre</b>			
Lease Revenue (before grants)	\$64,115.52	\$65,385.60	\$1,270.08
Allocated/Anticipated Lease Grants	\$32,057.76	\$32,692.80	\$635.04
Lease Revenues (after grants)	\$32,057.76	\$32,692.80	\$635.04
<b>McKercher Community Resource Centre</b>			
Lease Revenue (before grants)	\$34,075.00	\$34,750.00	\$675.00
Allocated/Anticipated Lease Grants	\$17,037.50	\$17,375.00	\$337.50
Lease Revenues (after grants)	\$17,037.50	\$17,375.00	\$337.50
<b>Total Revenue (after grants):</b>	<b>\$344,239.28</b>	<b>\$351,058.40</b>	<b>\$6,819.12</b>
<b>Total Lease Grant Amounts</b>			
<b>Allocated/Anticipated</b>	<b>\$293,753.76</b>	<b>\$299,572.80</b>	<b>\$5,819.04</b>

#### 5.0 RECOMMENDATIONS AND NEXT STEPS

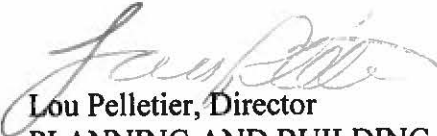
It is recommended that the proposed 2020 lease rates for Resource Centre tenants be approved, as presented in this report. With Council approval, it is also recommended that staff be authorized to advise tenants of the 2020 lease rates. Depending on their eligibility for lease grant support, tenants would also be advised to apply for 2020 lease grants later this year. As part of

To: Executive Committee of Council  
From: Director Planning and Building  
Re: Community Resource Centres –2020 Lease Rates and Grants  
2019 February 25..... Page 4

the lease grant application process, tenants would be asked to provide information on their service activities for the previous 12 months, including the following:

- Proof of non-profit status;
- Statement of program/service activities conducted in Burnaby;
- Estimate of hours-per-month allocated space was used for community agency purposes;
- Recognition of current City support in program materials and publications and on their websites;
- Percentage of agency recipients that were Burnaby residents; and
- Any changes in programs/services/client usage that the community service/agency might anticipate between 2019 and 2020.

Once the lease grant applications have been received, staff will prepare a further report for the Committee on the requested and recommended lease grant amounts for 2020.



Lou Pelletier, Director  
PLANNING AND BUILDING

CS/sla  
**Attachment**

- cc: City Manager  
Director Parks, Recreation and Cultural Services  
Director Engineering  
Director Finance  
Chief Licence Inspector  
City Clerk

*R:\Long Range Clerical\DOCS\CS\Committee Reports\2019\Community Resources Centres 2020 Lease Rates (2019.03.06).docx*

Table 2: PROPOSED 2020 LEASE RATES

RESOURCE CENTRES	Leased Area (sq.ft.)	2020 Proposed Rate Increase	2020 Proposed Lease Rate	2020 Proposed Lease Rates (before grant) \$/Year	2020 Anticipated Lease Grant \$/Year	2020 Anticipated Lease Revenues (after grant) \$/Year	2020 Anticipated Lease Support Offset (%)
<b>Edmonds Neighbourhood Resource Centre</b>							
Burnaby Family Life	3,000	2.00%	\$13.90	\$41,700.00	\$20,850.00	\$20,850.00	50%
Afghan Women's Sewing and Craft Cooperative/Afghan Women's Support Society	349	2.00%	\$13.90	\$4,851.10	\$2,425.55	\$2,425.55	50%
Burnaby School District	1,499	2.00%	\$13.90	\$20,836.10	\$0.00	\$20,836.10	0%
Canadian Mental Health Association	1,506	2.00%	\$13.90	\$20,933.40	\$10,466.70	\$10,466.70	50%
Canadian Red Cross Society - Burnaby Branch	1,500	2.00%	\$13.90	\$20,850.00	\$5,212.50	\$15,637.50	25%
Deaf Children's Society of BC	2,290	2.00%	\$13.90	\$31,831.00	\$7,957.75	\$23,873.25	25%
Immigrant Services Society of BC	1,167	2.00%	\$13.90	\$16,221.30	\$8,110.65	\$8,110.65	50%
St. Matthew's Day Care Society	6,125	2.00%	\$13.90	\$85,137.50	\$42,568.75	\$42,568.75	50%
<b>TOTAL (Edmonds)</b>	<b>17,436</b>	<b>2.00%</b>	<b>\$13.90</b>	<b>\$242,360.40</b>	<b>\$97,591.90</b>	<b>\$144,768.50</b>	<b>40.3%</b>
<b>Holdom Community Resource Centre</b>							
Burnaby Family Life	1,300	2.00%	\$13.90	\$18,070.00	\$9,035.00	\$9,035.00	50%
Dixon Transition Society	1,469	2.00%	\$13.90	\$20,419.10	\$10,209.55	\$10,209.55	50%
Community Living Society	570	2.00%	\$13.90	\$7,923.00	\$3,961.50	\$3,961.50	50%
Volunteer Burnaby	1,000	2.00%	\$13.90	\$13,900.00	\$6,950.00	\$6,950.00	50%
Community Living Society	706	2.00%	\$13.90	\$9,813.40	\$4,906.70	\$4,906.70	50%
<b>TOTAL (Holdom)</b>	<b>5,045</b>	<b>2.00%</b>	<b>\$13.90</b>	<b>\$70,125.50</b>	<b>\$35,062.75</b>	<b>\$35,062.75</b>	<b>50.0%</b>
<b>Brentwood Community Resource Centre</b>							
Burnaby Community Services	2,213	2.00%	\$13.90	\$30,760.70	\$15,380.35	\$15,380.35	50%
Burnaby Meals on Wheels	834	2.00%	\$13.90	\$11,592.60	\$5,796.30	\$5,796.30	50%
Burnaby Seniors Outreach Services Society	799	2.00%	\$13.90	\$11,106.10	\$5,553.05	\$5,553.05	50%
MOSAIC	2,260	2.00%	\$13.90	\$31,414.00	\$15,707.00	\$15,707.00	50%
<b>TOTAL (Brentwood)</b>	<b>6,106</b>	<b>2.00%</b>	<b>\$13.90</b>	<b>\$84,873.40</b>	<b>\$42,436.70</b>	<b>\$42,436.70</b>	<b>50.0%</b>
<b>Metrotown Community Resource Centre</b>							
Burnaby Neighbourhood House	7,838	2.00%	\$13.90	\$108,948.20	\$54,474.10	\$54,474.10	50%
National Congress of Black Women Foundation	620	2.00%	\$13.90	\$8,618.00	\$2,154.50	\$6,463.50	25%
B.C. Centre for Ability – Burnaby Supported Child Development Program	1,571	2.00%	\$13.90	\$21,836.90	\$10,918.45	\$10,918.45	50%
YMCA of Greater Vancouver – Childcare Resource and Referral Program	988	2.00%	\$13.90	\$13,733.20	\$6,866.60	\$6,866.60	50%
<b>TOTAL (Metrotown)</b>	<b>11,017</b>	<b>2.00%</b>	<b>\$13.90</b>	<b>\$153,136.30</b>	<b>\$74,413.65</b>	<b>\$78,722.65</b>	<b>48.6%</b>
<b>Pioneer Community Resource Centre</b>							
Burnaby Family Life	3,057	2.00%	\$13.90	\$42,492.30	\$21,246.15	\$21,246.15	50%
Burnaby Hospice Society	1,647	2.00%	\$13.90	\$22,893.30	\$11,446.65	\$11,446.65	50%
<b>TOTAL (Pioneer)</b>	<b>4,704</b>	<b>2.00%</b>	<b>\$13.90</b>	<b>\$65,385.60</b>	<b>\$32,692.80</b>	<b>\$32,692.80</b>	<b>50.0%</b>
<b>McKercher Community Resource Centre</b>							
Burnaby Family Life	2,500	2.00%	\$13.90	\$34,750.00	\$17,375.00	\$17,375.00	50%
<b>TOTAL (McKercher)</b>	<b>2,500</b>	<b>2.00%</b>	<b>\$13.90</b>	<b>\$34,750.00</b>	<b>\$17,375.00</b>	<b>\$17,375.00</b>	<b>50.0%</b>
<b>TOTAL RESOURCE CENTRES</b>	<b>46,808</b>	<b>2.00%</b>	<b>\$13.90</b>	<b>\$650,631.20</b>	<b>\$299,572.80</b>	<b>\$351,058.40</b>	<b>46.0%</b>



## **EXECUTIVE COMMITTEE OF COUNCIL**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: GRANT APPLICATIONS**

### **RECOMMENDATION:**

1. THAT Council approve the grant recommendations, as outlined in this report.

## **REPORT**

### **INTRODUCTION**

The Executive Committee of Council, at its meeting held on 2019 March 06, considered grant applications from community groups supporting Burnaby residents.

### **POLICY**

The provision of grants to community groups is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan:

#### **Goals**

- A Connected Community
  - Social connection – enhance social connections throughout Burnaby
- An Inclusive Community
  - Celebrate diversity – create more opportunities for the community to celebrate diversity
  - Create a sense of community – provide opportunities that encourage and welcome all community members and create a sense of belonging
- A Healthy Community
  - Healthy life – encourages opportunities for healthy living and well-being

To: His Worship, the Mayor and Councillors  
From: Executive Committee of Council  
Re: Grant Applications  
2019 March 11 ..... Page 2

**RECOMMENDATIONS**

The Executive Committee of Council recommends the following grants for Council’s approval:

**#19.09.p Rotary Club of Burnaby Metrotown \$2,500**  
*2019 Wine, Food and Music Festival In-kind printing*

An application was received from the Rotary Club of Burnaby Metrotown requesting an in-kind printing grant in support of the 2019 Wine, Food and Music Festival scheduled to take place on Saturday, 2019 June 08 at the Nikkei National Museum and Cultural Centre. Proceeds raised support the Rotary Club’s charitable work in Burnaby.

Request: \$3,000 In-kind printing CPA: 2018 - \$2,500 (in-kind printing)  
2017 - \$2,500 (in-kind printing)  
2016 - \$2,500 (in-kind printing)

**#19.10. The Maple Leaf Singers \$200**  
*Annual Spring Show*

An application was received from the Maple Leaf Singers requesting a grant to assist with the cost of funding the Maple Leaf Singers Annual Spring Show Don’t Stop Believin’ to be held at the Massey Theatre, New Westminster on 2019 May 25 and 26. The cost of ad space for the event has increased from \$200 in previous years to \$300 in the current year.

Request: \$300 CPA: 2018 – \$200  
2017 – \$200  
2016 – \$200

**#19.11.p The Society to End Homelessness in Burnaby and the \$550**  
**Burnaby Task Force on Homelessness In-kind printing**  
*Outreach Events Materials*

An application was received from the Society to End Homelessness and Burnaby Task Force on Homelessness requesting an in-kind grant for printing of the banner to raise awareness of homelessness in Burnaby; as well as posters and flyers for the Outreach Resource Centre to promote community events such as the Coldest Night of the Year, Outreach Christmas, and Twice Feels Nice! Clothing Drive.

Request: \$3,000 In-kind printing CPA: 2018 - No Application  
2017 - No Application\*  
2016 - No Application

\*An in-kind printing grant of \$520 was awarded to the Society to End Homelessness for printing two banners and promoting the 2017 Coldest Night of the Year Walk.

To: His Worship, the Mayor and Councillors  
From: Executive Committee of Council  
Re: Grant Applications  
2019 March 11 ..... Page 3

**#19.13. Scouts Canada \$5,000**  
*Scouting Programs*

An application was received from Scouts Canada Pacific Coast Council requesting a grant to support Burnaby based scouting programs for Beavers, Cubs, Scouts, Venturers and Rovers for 2019.

Request: \$6,000  
CPA: 2018 - \$5,000  
2018 - \$5,000  
2018 - \$5,000

**#19.14. Cumberland Place Community \$300**  
*Block Party*

An application was received from Cumberland Place Community requesting a grant in support of a block party in the Burnaby neighbourhood to be held on Saturday, 2019 July 13. Festivities will include a bouncy castle and inflatables for the kids, popcorn, hot dogs, burgers, as well as a community based project that will engage five townhouse complexes.

Request: \$300+  
CPA: 2018 - \$300  
2017 - \$300  
2016 - No Application

**#19.15. BC Wheelchair Floorball Association \$250**  
*Annual Tournament*

An application was received from BC Wheelchair Floorball Association requesting a grant in support of its 2nd annual tournament to be held on 2019 June 1-2 at the BCIT Burnaby campus. The Association facilitates a sustainable program for athletes with or without disabilities to participate in wheelchair floorball at both the developmental and competitive level, and promotes inclusion, team work and independence while supporting members to build long lasting relationships and stay involved in sport.

Request: \$250+  
CPA: 2018 - No Application  
2017 - No Application  
2016 - No Application

Respectfully submitted,

Councillor S. Dhaliwal  
Chair

Mayor M. Hurley  
Vice Chair

Copy: City Manager  
Director Corporate Services  
Director Finance  
Printshop Supervisor



**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: 2019 FEBRUARY ENGINEERING CAPITAL VEHICLE & EQUIPMENT  
PURCHASE BYLAW FUNDING REQUEST**

**RECOMMENDATION:**

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserves Fund Bylaw in the amount of \$383,200 to finance Engineering capital vehicle and equipment purchases, as outlined in this report.

**REPORT**

The Financial Management Committee, at its meeting held on 2019 February 19, received and adopted the attached report requesting approval and funding for 2019 Engineering capital vehicle and equipment purchases. The Bylaw appears elsewhere on this Council agenda.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to:	City Manager Director Engineering Director Finance City Solicitor Manager, Public Works Superintendent, Shops and Equipment
------------	--



Meeting 2019 March 11

COUNCIL REPORT

**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: 2019 FEBRUARY ENGINEERING CAPITAL VEHICLE & EQUIPMENT  
PURCHASE BYLAW FUNDING REQUEST**

**RECOMMENDATION:**

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserves Fund Bylaw in the amount of \$383,200 to finance Engineering capital vehicle and equipment purchases, as outlined in this report.

**REPORT**

The Financial Management Committee, at its meeting held on 2019 February 19, received and adopted the *attached* report requesting approval and funding for 2019 Engineering capital vehicle and equipment purchases.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to: City Manager Director Engineering Director Finance City Solicitor Manager, Public Works Superintendent, Shops and Equipment
---



Item .....
Meeting.....2019 Feb 19

COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE      **DATE:** 2019 Feb 08

**FROM:** DIRECTOR ENGINEERING      **FILE:** 32000-05

**SUBJECT:** 2019 FEBRUARY ENGINEERING CAPITAL VEHICLE & EQUIPMENT PURCHASE BYLAW FUNDING REQUEST

**PURPOSE:** To request approval and funding for 2019 Engineering capital vehicle and equipment purchases.

**RECOMMENDATION:**

1. **THAT** the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves Fund Bylaw in the amount of \$383,200 to finance Engineering capital vehicle and equipment purchases, as outlined in this report.

**REPORT**

**INTRODUCTION**

The 2019 – 2023 Provisional Financial Plan will provide funding for various vehicle and equipment purchases. Upon approval of this funding request by Council, these expenditures will be included in the 2019 – 2023 Financial Plan (Engineering Section). In order to proceed with the award of contracts for procurement, funding approval is requested for the projects listed below. This report is to seek Council approval of fund allocation for 2019 Engineering projects in advance of council adoption of the 2019 financial plan.

**POLICY SECTION**

The following projects are aligned with the City of Burnaby’s Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan.

**Goal**

- A Safe Community
  - Make City streets, pathways, trails and sidewalks safer.
- A Dynamic Community
  - City Facilities and infrastructure –  
Build and maintain infrastructure that meets the needs of our growing community.

To: Chair and Members Financial Management Committee  
 From: Director Engineering  
 Re: 2019 FEBRUARY ENGINEERING CAPITAL  
 VEHICLE AND EQUIPMENT PURCHASE BYLAW  
 FUNDING REQUEST  
 2019 February 08..... Page 2

- A Thriving Organization
  - Reliable services, technology and information –  
 Protect the integrity and security of City information, services and assets.

**1.0 Equipment**

Funding is being requested for equipment items that have been identified to meet operational needs in 2019.

<b>Mask</b>	<b>Description</b>	<b>2019</b>
ENY.0020	1 Pan & Tilt Steerable Push Camera - Sewer	30,000
ENY.0020	1 Utility Trailer (Skid Steer)	25,000
ENY.0020	Survey Ground Penetrating Radar Device	30,000
ENY.0020	Unmanned Aerial Vehicle (Drone) with software The drone will be used to assist the City with gathering situational data in non-accessible areas during an emergency response. The drone will also be used for capturing images of construction projects so that we can verify restoration of city properties and ensure work is being performed to city standards. The drone could also be used for bulk material surveys and conducting tree counts over large areas. Both first responders and survey staff will be trained as pilots.	36,200
ENY.0016	1 Utility Trailer – Water	30,000
ENY.0020	1 Plough/ Sander for Appliance Truck Sanitation	32,000
ENY.0018	Still Creek Information System - design completed in 2018; funding for contracted installation. Implement new information system at Still Creek Works Yard to meet operational needs. This includes visual fire and security alarms, status updates, and regular communications. The information screens will also meet the requirements of enhanced vehicle routing and service programs currently underway.	100,000
ENY.0016	Tools/ Equipment – outfitting for new bucket trucks for the Electrical Division.	100,000
<b>Total</b>		<b>\$383,200</b>

To: Chair and Members Financial Management Committee  
From: Director Engineering  
Re: 2019 FEBRUARY ENGINEERING CAPITAL  
VEHICLE AND EQUIPMENT PURCHASE BYLAW  
FUNDING REQUEST  
2019 February 08..... Page 3

These expenditures will be included in the 2019-2023 Financial Plan and sufficient Capital Reserve Funds are available to finance the capital projects outlined in this report.

**RECOMMENDATION**

It is recommended that the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$383,200 to finance Engineering capital vehicle and equipment purchases, as outlined in this report.



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

FV/ac

Copied to: City Manager  
Director Finance  
City Solicitor  
Manager, Public Works  
Superintendent, Shops and Equipment





**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: BURNABY ACCESS ADVISORY COMMITTEE - CAPITAL BYLAW  
FUNDING REQUEST AND OVERVIEW OF ACTIVITIES**

**RECOMMENDATIONS:**

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$81,200 to finance the access improvement projects at City facilities, as outlined in Section 3.0 of this report.
2. THAT Council authorize the allocation of \$500 from the 2019 Boards, Committees and Commissions budget to the City of Burnaby Access Advisory Committee, as a sub-committee of the Environment and Social Planning Committee, in order to provide access supports as needed for Committee members, as detailed in Section 5.0 of this report.
3. THAT a copy of this report be forwarded to the Environment and Social Planning Committee for information.

**REPORT**

The Financial Management Committee, at its meeting held on 2019 February 19, received and adopted the *attached* report requesting a Capital Reserve Fund Bylaw to finance the 2019 Access Improvements Program and providing a summary of recent Burnaby Access Advisory Committee activities. The Bylaw appears elsewhere on this Council agenda.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to:	City Manager	Director, Parks, Recreation and Cultural Services
	Director Corporate Services	Director Public Safety and Community Services
	Director Engineering	City Clerk
	Director Finance	
	Director Planning and Building	
	City Solicitor	



Meeting 2019 February 19

COMMITTEE REPORT

---

**TO:** CHAIR AND MEMBERS  
FINANCIAL MANAGEMENT COMMITTEE

**DATE:** 2019 February 13

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 1750 20  
*Reference: BAAC*

**SUBJECT: BURNABY ACCESS ADVISORY COMMITTEE – CAPITAL BYLAW  
FUNDING REQUEST AND OVERVIEW OF ACTIVITIES**

**PURPOSE:** To request a Capital Reserve Fund Bylaw to finance the 2019 Access Improvements Program and to provide a summary of recent Burnaby Access Advisory Committee activities.

---

**RECOMMENDATIONS:**

1. **THAT** the Financial Management Committee recommend that Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$81,200 to finance the access improvement projects at City facilities as outlined in Section 3.0 of this report.
2. **THAT** the Committee recommend Council to authorize the allocation of \$500 from the 2019 Boards, Committees and Commissions budget to the City of Burnaby Access Advisory Committee, as a sub-committee of the Environment and Social Planning Committee, in order to provide access supports as needed for Committee members, as detailed in Section 5.0 of this report.
3. **THAT** a copy of this report be forwarded to the Environment and Social Planning Committee for information.

**REPORT****1.0 INTRODUCTION**

The Burnaby Access Advisory Committee (BAAC) was established in 1988 to provide advice and direction to the Planning and Building Department on access and inclusion issues. The group is comprised of Burnaby residents, as well as staff from a number of City Departments (Parks, Recreation and Cultural Services; Human Resources; Engineering), Burnaby Public Library, and the Fraser Health Authority. Some citizen members of BAAC are also members of organizations representing persons with disabilities, but they do not formally represent these organizations on the Committee. Planning staff coordinate the Committee's regular meetings and facilitate members' participation in, and input on, City initiatives.

To: *Financial Management Committee*  
 From: *Director Planning and Building*  
 Re: *Burnaby Access Advisory Committee – Capital  
 Bylaw Funding Request and Overview of Activities*  
 2019 February 13..... Page 2

This report requests that a Capital Reserves Bylaw be brought forward to finance the 2019 Access Improvements Program at City facilities, as outlined in Section 3.0 of this report, and provides a description of BAAC's recent activities.

## 2.0 POLICY SECTION

The 2019 Access Improvement Program is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan:

- An 'Inclusive Community',
  - 'Ensure City services fully meet the needs of our dynamic community'.
- A 'Healthy Community',
  - 'Encourage opportunities for healthy living and well-being'.
- A 'Dynamic Community',
  - 'Build and maintain City facilities and infrastructure that meets the needs of our growing community'.

## 3.0 2019 ACCESS IMPROVEMENT PROGRAM

On an annual basis, funds are included in the Planning and Building Department's Capital Budget to finance access and inclusion improvements in City facilities. The following items have been identified by staff as priorities for 2019. BAAC members were consulted and provided input on the proposed improvements. The total proposed capital budget for improvements in 2019 is \$81,200.

### Bonsor Recreation Complex

Minor renovations to washrooms, showers and change-rooms will be undertaken to improve accessibility. This work includes lowering portions of sink counters, installing hand-held showers, and most notably, constructing an accessible changing stall in the main-floor men's change room, where no such option is currently present.

### Edmonds Community Resource Centre

This City-owned facility provides low-cost operating space to non-profit organizations active in the Burnaby community. Many of the patrons have enhanced access requirements. As such, minor renovations to the washrooms will be completed, as well as the fitting of push buttons for automatic doors, and the installation of a visual fire alarm on the upper level (where the Deaf Children's Society of BC has offices).

### Burnaby Lake Clubhouse

Minor renovations to the public change rooms will be completed to improve accessibility. This includes creating an accessible washroom stall, and reconfiguring the showers (e.g. installation of shower seat) to enhance access for all users.

To: Financial Management Committee  
From: Director Planning and Building  
Re: Burnaby Access Advisory Committee – Capital  
Bylaw Funding Request and Overview of Activities  
2019 February 13..... Page 3

These expenditures will be included in the 2019 – 2023 Provisional Financial Plan and sufficient Capital Reserve Funds are available to finance the capital projects outlined in this report.

**4.0 OVERVIEW OF RECENT ACTIVITIES**

In 2018, BAAC members participated in, or provided input on, a number of City initiatives.

**4.1 2018 Access Improvements in City Facilities**

The following items were completed under an \$82,000 Capital allocation provided in 2018.

Shadbolt Centre for the Arts

An automatic door opener was installed on the universal/accessible washroom door in the west end second level of the Shadbolt Centre, beside studio 207.

Tommy Douglas Library

An automatic door opener was installed on the branch’s universal washroom door.

Bonsor Recreation Complex

An automatic door opener was installed on the main floor men's and women’s washrooms.

Swangard Stadium

An automatic door opener was installed on the men’s and women’s washrooms.

Kensington Complex Arena

An improved entrance ramp was installed, improving access to the main lobby and ice-level viewing area.

Bill Copeland Arena

Improvements to the accessible viewing area were installed, as well as push buttons for automatic door openers on the accessible washrooms.

Burnaby Lake Sports Centre West

Provision of accessible sinks levers in the change rooms and washrooms at Burnaby Lake Sports Centre West.

Willingdon Community Centre

Replacement of main accessible entrance doorway, as the previous had outlasted its functional lifespan.

Edmonds Community Centre

Replacement of adaptive equipment – a lift for the pool area, and an adaptive strength-training and weight machine for the gym.

To: Financial Management Committee  
From: Director Planning and Building  
Re: Burnaby Access Advisory Committee – Capital  
Bylaw Funding Request and Overview of Activities  
2019 February 13..... Page 4

**4.2 Community Education Event**

In recognition of Access Awareness Day, a Provincially recognized day that raises awareness of access and inclusion issues, the Committee worked with BC Blind Sports to host an inclusive sports training opportunity for grade 4/5/6 students at Lochdale and Windsor elementary schools. Staff from BC Blind Sports led interactive goalball (a version of soccer) lessons with the students so they could experientially learn about the experiences of those who are blind or who have low vision. The lessons were well received by both students and teachers.

**4.3 Input into 2018 Election Accessibility Planning**

Committee members worked with Burnaby Election Office staff to ensure accessibility provisions were fully considered as part of the 2018 election. This included additional access improvements at City-owned voting locations (e.g. replacement of sliding door at Willingdon Community Centre), and input on other provisions such as ‘curb side voting’ which allows voters to vote in their cars or outside the venue if accessibility reasons prevent them from entering the polling station.

**4.4 Pedestrian Realm Improvements**

BAAC members have continued to identify, as appropriate, needed curb cuts, audible pedestrian traffic signals, sidewalk improvements, and other access related public realm improvements.

**5.0 ACCESS SUPPORTS**

The Burnaby Access Advisory Committee typically meets 3-4 times a year. From time-to-time citizen members of the BAAC require additional access supports in order to attend and participate in meetings. For example, this includes the provision of sign language interpreters for committee members who are Deaf, and the arranging of accessible taxis for individuals who are unable to drive or utilize public transit options such as HandyDART, due to the nature of the disability they live with. As such, in order to ensure BAAC members are able to fully participate in meetings, it is recommended that \$500 from the Boards, Committees and Commissions budget be allocated to the Committee.

**6.0 RECOMMENDATIONS**

Since its establishment 30 years ago, BAAC has played an important role providing valuable advice and recommendations to the City regarding accessibility and inclusion issues. With this support, the City continues to enhance accessibility of its facilities and inclusion in services for all Burnaby residents.

For 2019, a list of prioritized access improvements is proposed at a broad cross-section of City facilities. As such, it is recommended that the Financial Management Committee recommend

To: Financial Management Committee  
From: Director Planning and Building  
Re: Burnaby Access Advisory Committee – Capital  
Bylaw Funding Request and Overview of Activities  
2019 February 13..... Page 5

that Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$81,200 to finance the accessibility improvement projects at City facilities, as outlined in Section 3.0 of this report. As well, it is requested that the Committee recommend Council to authorize the allocation of \$500 from the 2019 Boards, Committees and Commissions budget to the City of Burnaby Access Advisory Committee, as a sub-committee of the Environment and Social Planning Committee in order to provide access supports as needed for Committee members, as detailed in Section 5.0 of this report. Finally, it is recommended that a copy of this report be forwarded to the Environment and Social Planning Committee for information.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

RM:sa

- cc: City Manager
- Director Corporate Services
- Director Engineering
- Director Finance
- Director Public Safety and Community Services
- Director, Parks, Recreation and Cultural Services
- Chief Librarian
- City Solicitor
- City Clerk

R:\Long Range Clerical\DOCS\RM\Reports\2019\BAAC Capital Bylaw Funding Request (2019.02.19) rev 1.doc



**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: 2019 FEBRUARY ENGINEERING CAPITAL FACILITIES  
MANAGEMENT GAMING RESERVE REQUEST**

**RECOMMENDATION:**

1. THAT Council authorize the use of Gaming Reserves in the amount of \$310,000 to finance the Mather House – Deck & Turret Design & Restoration, as outlined in this report.

**REPORT**

The Financial Management Committee, at its meeting held on 2019 February 19, received and adopted the *attached* report requesting the use of Gaming Reserves to finance the Mather House – Deck & Turret Design & Restoration.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to:	City Manager Director Engineering Director Finance Director Planning and Building Director Parks, Recreation & Cultural Services Deputy Director, Facilities Management
------------	--



Item.....	
Meeting.....	2019 Feb 19

COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE      **DATE:** 2019 Feb 08

**FROM:** DIRECTOR ENGINEERING      **FILE:** 32000-05

**SUBJECT:** 2019 FEBRUARY ENGINEERING CAPITAL FACILITIES MANAGEMENT GAMING RESERVE REQUEST

**PURPOSE:** To request the use of Gaming Reserves to finance the Mather House – Deck & Turret Design & Restoration.

**RECOMMENDATION:**

1. **THAT** the Financial Management Committee recommend Council authorize the use of Gaming Reserves in the amount of \$310,000 to finance the Mather House – Deck & Turret Design & Restoration, as outlined in this report.

**REPORT**

**INTRODUCTION**

The 2019 – 2023 Provisional Financial Plan will provide funding for various multi-year capital improvement projects. Upon approval of this funding request by Council, these expenditures will be included in the 2019 – 2023 Financial Plan . In order to proceed with the award of contracts for design, contract administration and construction, funding approval is requested for the projects listed below. This report is to seek Council approval of fund allocation for a 2019 Engineering project in advance of Council adoption of the 2019 financial plan.

**POLICY SECTION**

The following project is aligned with the City of Burnaby’s Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan.

**Goal**

- A Safe Community
  - Maintain a high level of safety in City buildings and facilities for the public and City staff.
- A Dynamic Community
  - City Facilities and infrastructure – Build and maintain infrastructure that meets the needs of our growing community.



To: Chair and Members Financial Management Committee  
From: Director Engineering  
Re: 2019 February Engineering Capital Facilities Management  
Gaming Reserve Request  
2019 February 08.....Page 2

- A Thriving Organization
  - Reliable services, technology and information –  
Protect the integrity and security of City information, services and assets.

**1.0 Mather House – ENX.0076 estimated \$310,000  
Deck & Turret Design & Restoration**

This project is both a maintenance life cycle renewal as well as a building heritage restoration initiative. The project design phase of the project was completed in 2018 and the reconstruction, re-roofing, and restoration work is planned around the programming, and is scheduled for construction from summer to winter 2019.

The main entry covered deck will be restored and re-roofed. The porte cochere will be reconstructed to the original building configuration. The existing conical turret will be restored to the original castle turret. To compliment this significant heritage restoration, the end of life main building roof will be replaced at the same time. The Mather House is a heritage building in the Burnaby Heritage Registry.

These expenditures will be included in the 2019-2023 Financial Plan and sufficient Gaming Reserves are available to finance the capital project as outlined in this report.

**RECOMMENDATION**

It is recommended that the Financial Management Committee recommend Council authorize the use of Gaming Reserves in the amount of \$310,000 to finance the Mather House – Deck & Turret Design & Restoration, as outlined in this report.



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

FV/ac

Copied to: City Manager  
Director Finance  
Director Planning and Building  
Director Parks, Recreation & Cultural Services  
Deputy Director, Facilities Management



**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: MAJOR CIVIC BUILDING PROJECTS STATUS UPDATE**

**RECOMMENDATION:**

1. THAT Council receive this report for information purposes.

**REPORT**

The Financial Management Committee, at its meeting held on 2019 February 19, received and adopted the *attached* report providing an update on the current status of fourteen major civic building projects administered by the Civic Building Projects Division.

Respectfully submitted,

Mayor M. Hurley  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to:	City Manager Major Civic Building Project Coordination Committee Director Corporate Services Director Finance Purchasing Manager City Clerk
------------	--



Meeting 2019 Feb 19

COMMITTEE REPORT

---

**TO:** CHAIR AND MEMBERS  
FINANCIAL MANAGEMENT COMMITTEE

**DATE:** 2019 February 13

**FROM:** MAJOR CIVIC BUILDING PROJECT  
COORDINATION COMMITTEE

**FILE:** 4230 01

**SUBJECT:** MAJOR CIVIC BUILDING PROJECTS STATUS UPDATE

**PURPOSE:** To provide an update on the current status of major civic building projects administered by the Civic Building Projects Division.

---

**RECOMMENDATION:**

1. **THAT** Council receive this report for information purposes.

**R E P O R T****1.0 INTRODUCTION**

The purpose of this report is to update Committee and Council on the current status of major civic building projects administered by the Civic Building Projects Division. This report also provides a look ahead at the upcoming work plan and schedule for these projects.

**2.0 THE CORPORATE STRATEGIC PLAN**

The advancement of the major civic building projects described in this report align with the following goals and sub-goals of the Corporate Strategic Plan:

- **A Safe Community**
  - Community Amenity Safety – Maintain a high level of safety in City buildings and facilities for the public and City staff.
  - Emergency preparedness – Enhance plans, procedures and services so that we are better prepared to respond to emergencies and are able to maintain City services.
  - 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
- **A Dynamic Community**
  - Economic Opportunity – Foster an environment that attracts new and supports existing jobs, businesses and industries
  - City Facilities and Infrastructure – Build and maintain infrastructure that meets the needs of our growing community

To: Financial Management Committee  
From: Major Civic Building Project Coordination Committee  
Re: Major Civic Building Projects Status Update  
2019 February 13.....Page 2

- **An Inclusive Community**
  - Serve a Diverse Community – Ensure City services fully meet the needs of our dynamic community
  - Create a Sense of Community – Provide opportunities that encourage and welcome all community members and create a sense of belonging
  
- **A Healthy Community**
  - Healthy Life – Encourage opportunities for healthy living and well being
  - Healthy Environment – Enhance our environmental health, resilience and sustainability
  - Lifelong Learning – Improve upon and develop programs and services that enable ongoing learning
  
- **A Thriving Organization**
  - Financial Viability – Maintain a financially sustainable City for the provision, renewal and enhancement of City services, facilities and assets

**3.0 BACKGROUND**

Major civic building projects typically progress through the following five development phases:

- **Preliminary Project Development** - this phase includes work such as project identification, site selection, preliminary program development, issuance of Request for Proposals (RFP) for consulting services, and service reviews, as well as needs assessment, geotechnical, environmental, and transportation studies;
- **Feasibility Study** - in this phase, the building program, as informed through the service review and needs assessment studies is developed, and a site planning and building massing study is undertaken to determine if the proposed development site can facilitate the full building program. This phase also includes determination of a preferred development strategy option;
- **Detailed Design** - in this phase, the preferred development option is developed further to a standard suitable for tendering of the project for construction. City development approvals such as Rezoning, Subdivision, Preliminary Plan Approval (PPA), and Building Permit (BP) are obtained during this phase;
- **Tendering** - in the phase, the project is tendered through a competitive bid process with the intent of selecting a general contractor to construct the project; and,
- **Construction** - in this phase, contract documents are agreed with the successful general contractor, and the project is developed through to occupancy.

Upon completion of the project, the new facility/building is handed over to the recipient department to operate the building and administer the program and/or services.

**4.0 MAJOR CIVIC BUILDING PROJECTS STATUS UPDATE**

The following table summarizes the status of fourteen major civic building projects in relation to the development phases outlined in Section 3.0:

To: Financial Management Committee  
 From: Major Civic Building Project Coordination Committee  
 Re: Major Civic Building Projects Status Update  
 2019 February 13.....Page 3

Project	Status/Phase
Burnaby Lake Aquatic and Arena Facility	Preliminary project development
Replacement of Willingdon Community Centre	Preliminary project development
Eileen Dailly Expansion	Preliminary project development
Cameron Community Centre, Pool and Library	Preliminary project development
South Burnaby Arena	Detailed design
Montecito Childcare Centre	Construction
Capitol Hill Childcare Centre	Construction
Stride Childcare Centre	Detailed design
Cascade Heights Childcare Centre	Feasibility study
Emergency Generators at Civic Facilities	Feasibility study
Laurel Street Works Yard	Phase I – construction Phase II – tendering
Central Administrative Complex Space Needs Assessment	Preliminary project development
Fire Services Review	Preliminary project development
Metrotown Events Centre	Preliminary project development

Further details on the current status of these projects are provided below. *Attached* for reference is Sketch #1, which shows the location of the above noted civic projects.

**4.1 Burnaby Lake Aquatic and Arena Facility**

**4.1.1 Project Description**

The replacement aquatic and arena facilities are proposed to be developed on the existing site of the CG Brown Memorial Pool and Burnaby Lake Ice Rink at 3676 Kensington Avenue, within the Burnaby Lake Sports Complex. The building program for these facilities will be developed further as part of the feasibility study, but is anticipated to include an NHL sized pad that can accommodate both ice and dry surfaces, and a significantly larger pool facility with supporting amenities.

**4.1.2 Project Status**

***Preliminary Project Development***

On 2019 January 18, an RFP was issued by staff with the intent of obtaining proposals from qualified consulting firms to conduct a feasibility and schematic design study for the proposed replacement facilities. As noted in the RFP, subject to Council approval of the consultants work, the consultant may be retained to undertake the second phase of work which includes detailed design, tendering and contract administration services for the development project. Structuring the RFP in this way provides for potential time savings associated with forgoing a second RFP for the design, tendering and contract administration services, while also providing Council with the flexibility to select another consultant for the phase-two work, should Council determine it is in the best interests of the City to do so.

To: *Financial Management Committee*  
 From: *Major Civic Building Project Coordination Committee*  
 Re: *Major Civic Building Projects Status Update*  
 2019 February 13.....Page 4

The RFP is scheduled to close on 2019 February 20, after which a two to three week evaluation process of the project proposals will immediately follow to determine the successful consulting firm. A subsequent report will be advanced to Committee and Council with a recommendation to award a contract to the recommended consulting firm. An award of contract to the successful consulting firm is anticipated in 2019 April.

In terms of an overall schedule for this project, the preliminary project development, feasibility, and design work will take approximately 18 months to complete, followed by a construction period of approximately 36 months, with an estimated project completion date of early 2024.

## **4.2 Replacement of Willingdon Community Centre**

### ***4.2.1 Project Description***

The replacement community centre is proposed to be located within the Willingdon Heights Park, and is intended to serve the growing needs of the Brentwood Town Centre and surrounding neighbourhoods. The building program for this facility will be developed further as part of the feasibility study, but is anticipated to include gymnasium space, exercise room, and meeting and programming space. Services offered at the new facility will be co-ordinated with the nearby Eileen Dailly Leisure Pool and Fitness Centre so as to ensure an appropriate mix of services between the two facilities.

### ***4.2.2 Project Status***

#### ***Preliminary Project Development***

Staff are in the process of issuing an RFP for consulting firms to conduct a feasibility and schematic design study for the replacement of Willingdon Community Centre. The RFP will also be structured in two-phases to provide Council with the option of retaining the same consulting firm to undertake the detailed design, tendering, and construction administration services for the project. The RFP will close approximately four weeks after its issuance later this month, with a two to three week evaluation process commencing immediately thereafter to determine a recommended consulting firm. A subsequent report will be advanced to Committee and Council with a recommendation to award a contract. An award of contract to the successful consulting firm is anticipated in 2019 May.

In terms of an overall schedule for this project, the preliminary project development, feasibility, and design work is estimated to take approximately 16 months, followed by a planned construction period of 30 months, with an estimated project completion date of mid-2023.

## **4.3 Eileen Dailly Leisure Pool and Fitness Centre Expansion**

### ***4.3.1 Project Description***

The additional dryspace services at Confederation Park are expected to supplement the services currently available at Eileen Dailly. The intent is to tie in the new construction with the existing Eileen Dailly building, so as to maximize operational efficiencies and provide a seamless user experience. The building program for this dryspace addition will be developed further as part of the

To: Financial Management Committee  
From: Major Civic Building Project Coordination Committee  
Re: Major Civic Building Projects Status Update  
2019 February 13.....Page 5

feasibility study, but is expected to include gymnasium space, expanded exercise rooms and meeting space. Services offered at the new facility will be co-ordinated with the nearby Willingdon Community Centre replacement facility so as to ensure an appropriate mix of services between the two facilities.

**4.3.2 Project Status**

***Preliminary Project Development***

Staff are currently in the process of developing an RFP for consulting firms to conduct a feasibility and schematic design study for the project. Staff anticipate issuing an RFP for consulting services by the end of 2019 March.

In terms of an overall schedule for this project, the preliminary project development, feasibility, and design work is estimated to take approximately 16 months, followed by a planned construction period of 32 months, with an estimated project completion date of early 2023.

**4.4 Cameron Community Centre, Pool and Library**

**4.4.1 Project Description**

The new community centre and library are proposed to be developed within Cameron Park in the Lougheed Town Centre. The building program for the new community centre and library will be developed further as part of the feasibility study, but is expected to include a new recreation pool, gymnasium space, exercise rooms, meeting rooms, and an expanded library.

**4.4.2 Project Status**

***Preliminary Project Development***

Issuance of an RFP for consulting services for the new recreation centre, pool and library at Cameron Park is anticipated by the end of 2019 June.

In terms of an overall schedule for this project, the preliminary project development, feasibility, and design work is estimated to take approximately 18 months, followed by a planned construction period of 36 months, with an estimated project completion date of mid-2024.

**4.5 South Burnaby Arena**

**4.5.1 Project Description**

The South Burnaby Arena will be located in the Edmonds Town Centre at the northwest corner of 10<sup>th</sup> Avenue and 18<sup>th</sup> Street. The facility will feature two NHL sized pads that can accommodate both ice and dry surfaces, and 411 spectator seats. In addition, the facility will include a skate shop, concessions, instructors’ office, two multi-purpose rooms, a patio roof deck, and public lobby and reception.

To: Financial Management Committee  
From: Major Civic Building Project Coordination Committee  
Re: Major Civic Building Projects Status Update  
2019 February 13.....Page 6

**4.5.2 Project Status**

**Development Approvals**

On 2019 January 28, rezoning application (Rezoning Reference #18-19) for the twin NHL-sized rinks received Final Adoption. The associated Subdivision (Subdivision Reference #18-57) of the subject properties at 7789 and 7799 Eighteenth Street was also completed as part of the subject rezoning. A PPA (PPA Reference #18-143) and BP application (BP Reference #18-1272) have been submitted and are currently under review.

**Tendering**

Finalized contract documents are expected from the project architects (HCMA Architecture + Design) in early March, which would allow for tendering of the project to begin mid-March. The tendering process will last for a period of approximately five weeks, with a one to two week review process of the project bids to follow. To help expedite the award of a contract, staff are currently in the process of pre-qualifying general contractors and sub-trades.

**Construction**

Construction is expected to commence in 2019 June, with an estimated construction period of 24 months. The project is expected to complete in late summer of 2021.

**4.6 Montecito Childcare Centre**

**4.6.1 Project Description**

The proposed Montecito childcare centre will be located within the Montecito Elementary School lands, and provide up to 25 spaces for preschool-aged children within a modular childcare building.

**4.6.2 Project Status**

**Development Approvals**

Preliminary Plan Approval was issued on 2018 December 19 for the Montecito modular childcare building for up to 25 preschool-aged children. An application for Building Permit (BP Reference #18-970) has been submitted and is pending issuance subject to the installation and inspection of the approved sediment control plan.

**Tendering**

Tendering of the project is complete. Alfred Horie and Britco have been retained by the City to undertake the site works and supply and install the modular buildings for the Montecito and Capitol Hill childcare centres.

**Construction**

Construction is beginning on the erosion and sedimentation control system (ESC), and construction of the modular building is anticipated to be completed by 2019 summer. A more detailed construction schedule will be provided once the ESC system has been inspected.



To: Financial Management Committee  
From: Major Civic Building Project Coordination Committee  
Re: Major Civic Building Projects Status Update  
2019 February 13.....Page 7

**4.7 Capitol Hill Childcare Centre**

**4.7.1 Project Description**

The proposed Capitol Hill childcare centre will be located within the Capitol Hill Elementary School lands, and provide up to 25 spaces for preschool-aged children within a modular childcare building.

**4.7.2 Project Status**

**Development Approvals**

Preliminary Plan Approval was issued on 2018 November 22 for the Capitol Hill modular childcare building. An application for Building Permit (BP Reference #18-971) has been submitted and is in review.

**Tendering**

Tendering of this project is complete. As noted above, Alfred Horie and Britco have been retained by the City to undertake the site preparation and construction works for this project.

**Construction**

Construction is beginning on the erosion and sedimentation control system (ESC), and construction of the modular building is anticipated to be completed by 2019 summer. A more detailed construction schedule will be provided once the ESC system has been inspected.

**4.8 Stride Childcare Centre**

**4.8.1 Project Description**

The Stride childcare centre is proposed within the Stride Avenue School Park, adjacent to the Stride Community School lands. The facility will provide childcare for up to 25 preschool-aged children as well as infant care for up to 12 additional children.

**4.8.2 Project Status**

**Development Approvals**

Staff are awaiting finalized civil engineering drawings for the project, and anticipate making a PPA application by 2019 April.

**Tendering**

Tendering of the project will proceed in 2019 June, and is expected to last for approximately four weeks.

**Construction**

Construction is anticipated to start in 2019 August, with an estimated completion of 2020 June.

To: Financial Management Committee  
From: Major Civic Building Project Coordination Committee  
Re: Major Civic Building Projects Status Update  
2019 February 13.....Page 8

**4.9 Cascade Heights Childcare Centre**

**4.9.1 Project Description**

The Cascade Heights childcare centre is proposed within the Cascade Heights Elementary School lands, and is intended to provide up to 25 childcare spaces for preschool-aged children.

**4.9.2 Project Status**

City staff are actively working with the Burnaby School Board to determine the siting and programming of the proposed Cascade Heights childcare centre within the Cascade Heights Elementary School lands. The Burnaby School Board has indicated a desire to provide a before- and afterschool childcare program for the school community. Discussions are ongoing.

**4.10 Emergency Generators at Civic Facilities**

**4.10.1 Project Description**

This project seeks to determine the feasibility of adding full emergency backup power to the Edmonds Community Centre, Bonsor Recreation Complex, and the Shadbolt Centre for the Arts, in order to increase the emergency-preparedness of the City.

**4.10.2 Project Status**

**Feasibility Study**

The feasibility studies for the Edmonds Community Centre, Bonsor Recreation Complex, and the Shadbolt Centre for the Arts are complete. A presentation has been scheduled for 2019 February 14 to present the findings of the feasibility studies to the Major Civic Building Project Coordination Committee (MCBPCC). Following the presentation, a report will be advanced to Council in 2019 March with recommendations for Council’s consideration. Subject to Committee and Council approval, the consultant will be instructed to proceed with the detailed design work for the approved emergency generator. A more detailed design and construction schedule will be provided once it is determined which emergency generators are to be advanced to detailed design and construction.

**4.11 Laurel Street Works Yard**

**4.11.1 Project Description**

The Laurel Street Works Yard redevelopment project is the phased replacement of the City's main engineering and public works facility at 5780 Laurel Street, which have reached the end of their useful life. Phase 1 includes the construction of the yard building, which will be used for storage of tools, materials and salters/sanders. Phase 1 also includes civil site servicing and the demolition of select structures. Phase 2 will include the construction of the main building, which will house the City's fleet repair garage, facilities management shops, engineering operations, data center and emergency operations center.

To: Financial Management Committee  
From: Major Civic Building Project Coordination Committee  
Re: Major Civic Building Projects Status Update  
2019 February 13.....Page 9

**4.11.2 Phase I Status**

**Construction**

Phase 1 of the Laurel Street Works Yard redevelopment project is currently under construction. The general contractor (Chandos Construction Ltd.) has completed all civil work, concrete work and structural steel work. Roofing, cladding, masonry, mechanical and electrical work are all in progress. The general contractor has a replacement concrete formwork subcontractor on site to attend to deficiencies related to the concrete work. The project will be completed by 2019 April, within the project’s original budget.

**4.11.3 Phase 2 Status**

**Tendering**

Detailed design of Phase II is complete. Once final tender documents are received, the project will be tendered as a lump-sum contract to prequalified general contractors on BC Bid in 2019 March-April, as construction of Phase I nears completion.

**Construction**

Phase II construction is anticipated to commence summer 2019 and is expected to be complete in mid-2022.

**4.12 Central Administrative Complex Space Needs Assessment**

**4.12.1 Project Description**

This space needs assessment will advise on the current and future space, parking, and signage needs of the central administrative complex located at 4949 Canada Way.

**4.12.2 Project Status**

**Preliminary Project Development**

Staff from the Public Safety and Community Services Department are currently in the process of establishing a project working group, and are preparing an RFP for issuance in spring 2019. Through the RFP, the City will retain a qualified consulting firm to undertake the space needs assessment, with completion of the needs assessment targeted for the end of 2019.

**4.13 Fire Services Review**

**4.13.1 Project Description**

This services review will advise on the current service level and future space needs of the City’s fire services, including a locational review of fire halls #4 and #6 in the City’s northeast quadrant, as well as the desirability of a future fire hall within the Big Bend Community Plan area. This review will assist staff in ensuring that the Burnaby Fire Department will continue to efficiently and effectively deliver fire protection and related emergency services to the community.

To: Financial Management Committee  
From: Major Civic Building Project Coordination Committee  
Re: Major Civic Building Projects Status Update  
2019 February 13..... Page 10

4.13.2 Project Status

**Preliminary Project Development**

Staff from the Public Safety and Community Services Department are currently in the process of evaluating RFP submissions and working towards awarding a contract for a consulting firm to undertake a review of City fire services. Once the contract has been awarded to a consulting firm, the review is anticipated to take between four and six months to complete (summer 2019 – fall 2019).

4.14 Metrotown Events Centre

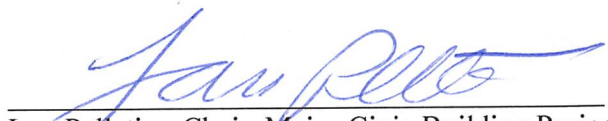
4.14.1 Project Description and Status

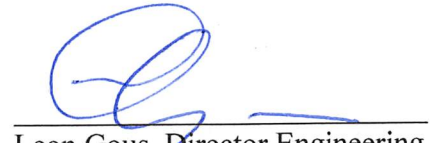
**Preliminary Project Development**

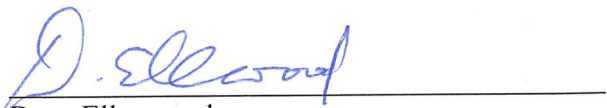
Planning staff will be advancing a report to Committee and Council in the coming months regarding the advisability and desirability of developing an events centre in Metrotown.

5.0 CONCLUSION AND NEXT STEPS

With regards to next steps, further updates on major civic building projects will be provided in a regular bi-monthly report to Financial Management Committee and Council.

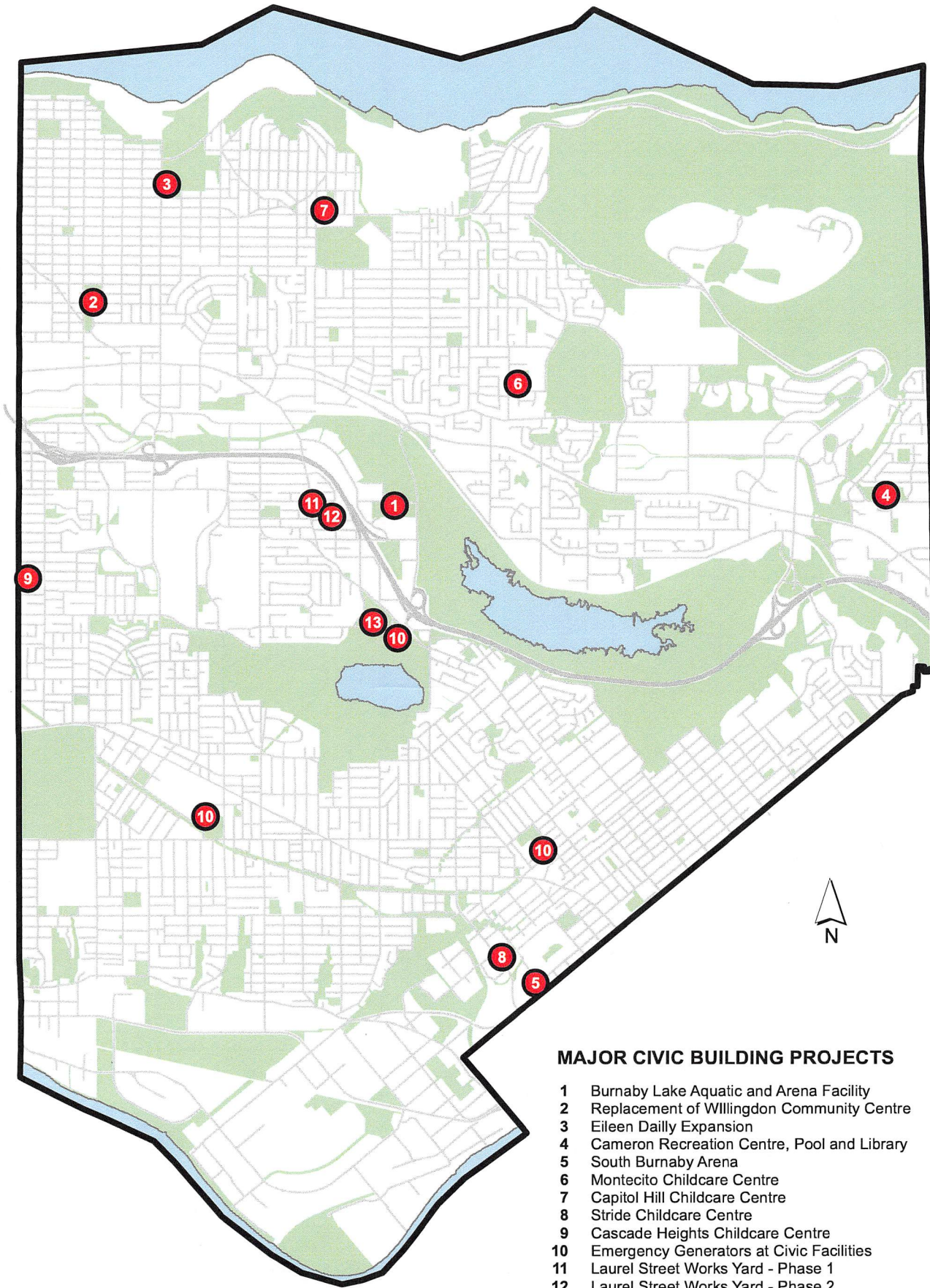
  
\_\_\_\_\_  
Lou Pelletier, Chair, Major Civic Building Project  
Coordination Committee

  
\_\_\_\_\_  
Leon Gous, Director Engineering

  
\_\_\_\_\_  
Dave Ellenwood  
Director Parks, Recreation and Cultural Services

MN:tn

- cc: City Manager
- Director Corporate Services
- Director Finance
- Purchasing Manager
- City Clerk



**MAJOR CIVIC BUILDING PROJECTS**

- 1 Burnaby Lake Aquatic and Arena Facility
- 2 Replacement of Willingdon Community Centre
- 3 Eileen Dailly Expansion
- 4 Cameron Recreation Centre, Pool and Library
- 5 South Burnaby Arena
- 6 Montecito Childcare Centre
- 7 Capitol Hill Childcare Centre
- 8 Stride Childcare Centre
- 9 Cascade Heights Childcare Centre
- 10 Emergency Generators at Civic Facilities
- 11 Laurel Street Works Yard - Phase 1
- 12 Laurel Street Works Yard - Phase 2
- 13 Central Administrative Complex Space Needs Assessment

**PLANNING AND DEVELOPMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: SECONDARY SUITES IN TWO FAMILY DWELLINGS**

**RECOMMENDATION:**

1. THAT Council approve in principle the process proposed in Section 3.0 of this report.

**REPORT**

The Planning and Development Committee, at its meeting held on 2019 February 28, received and adopted the attached report seeking approval in principle for a process for reviewing secondary suites in two family dwellings. The revised process eliminates steps by limiting the scope of the review to R4 and R5 Districts only, expediting the process so that bylaw amendments could receive final adoption by the fall of 2019.

Respectfully submitted,

Councillor P. Calendino  
Chair

Councillor S. Dhaliwal  
Vice Chair

<p>Copied to: City Manager Director Planning and Building Director Engineering Chief Building Inspector Chief Licence Inspector City Solicitor</p>
--



Meeting 2019 Feb 28  
COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS  
PLANNING AND DEVELOPMENT  
COMMITTEE

**DATE:** 2019 February 20

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 42000 20  
*Reference: Bylaw Text Amendment*

**SUBJECT: SECONDARY SUITES IN TWO FAMILY DWELLINGS**

**PURPOSE:** To propose a process for reviewing the potential for secondary suites in two family dwellings.

---

**RECOMMENDATION:**

1. **THAT** Council be requested to approve in principle the process proposed in Section 3.0 of this report.

**REPORT**

**1.0 INTRODUCTION**

On 2018 December 03, Council directed staff to examine the potential for laneway homes in single family zones and secondary suites in duplexes, in accordance with a process outlined in a 2018 November 15 memorandum to Council.

On 2018 January 14, the Committee requested that secondary suites in two family dwellings be considered independently of the laneway home review, and that separate reports outlining the review processes for secondary suites in two family dwellings and laneway homes be presented at the 2019 February 28 Committee meeting. This report, along with a companion report addressing laneway homes, responds to this request.

**2.0 CITY POLICY FRAMEWORK**

The recommendation provided in this report aligns with the following goals and sub-goals of the Corporate Strategic Plan:

- **A Connected Community**
  - Social Connection – Enhance social connection throughout Burnaby
- **A Dynamic Community**
  - Community Development – Manage change by balancing economic development with environmental protection and maintaining a sense of belonging

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Secondary Suites in Two Family Dwellings  
 2019 February 20..... Page 2

- **An Inclusive Community**
  - Create a sense of community – Provide opportunities that encourage and welcome all community members and create a sense of belonging

### 3.0 REVIEW PROCESS

On 2018 December 03, Council directed staff to examine the potential for laneway homes in single family zones and secondary suites in duplexes, in accordance with a process outlined in a 2018 November 15 memorandum to Council.

On 2018 January 14, the Committee requested that secondary suites in two family dwellings be considered independently of laneway homes, and on a more expedited basis given the relative complexity of the latter. Based on this request, the following process and timeline for the review of secondary suites in two family dwellings is recommended:

**Table 1 – Proposed Process**

Step		Timeline
1	Report preparation <ul style="list-style-type: none"> <li>• Analyze existing zoning regulations for two family dwellings in R4 and R5 Districts</li> <li>• Review the feasibility of secondary suites in existing two family dwellings under current Building Code regulations</li> <li>• Review Official Community Plan (OCP) policies</li> <li>• Review practices in other municipalities</li> <li>• Prepare draft amendments to the OCP and Zoning Bylaw</li> <li>• Draft amendment report</li> </ul>	In progress
2	Advance an OCP/ bylaw amendment report to Planning and Development Committee	Q2 2019
3	Undertake community consultation and report to Council on consultation results	Q2 2019
4	Public Hearing	Q2 2019
5	Potential adoption of amendments	Q3 2019
6	Communicate the adopted changes through a variety of formats and revise all applicable public information materials.	Q3 2019

The proposed process provides an expedited timeline and revised steps specific to the review of secondary suites in two family dwellings. It eliminates the requirement to hire an architectural consultant, as the modelling for secondary suites in two family dwellings is less complex than for laneway homes and other detached accessory dwelling options. It limits the scope of the review to the R4 and R5 Districts only, as the remaining R Districts, with the exception of the R12




To: Planning and Development Committee  
From: Director Planning and Building  
Re: Secondary Suites in Two Family Dwellings  
2019 February 20..... Page 3

District, do not permit two family dwellings. The proposed process excludes the R12 District from the review, given the significantly smaller lot sizes and greater density already available in that district. The narrower scope of the review allows it to be condensed into a single process, rather than the two-phase review outlined in the current process. Given its narrower scope, the proposed process anticipates final adoption of the bylaw amendments by the fall of 2019.

Under the proposed process, the public consultation program would feature both online content and information events at various locations throughout the city. Survey and comment forms would be available at the events and online. The results of public consultation would be summarized in a Council report prior to Public Hearing, to allow changes to the proposed amendments and consideration of all public comment prior to Second Reading.

**4.0 CONCLUSION**

This report proposes a revised process for the review of secondary suites in two family dwellings. The revised process expedites the review by eliminating unnecessary steps and limiting its scope to the R4 and R5 Districts only. Under the proposed process, it is anticipated that the proposed bylaw amendments could be adopted by the fall of 2019. It is recommended that Council be requested to approve the proposed process, as outlined in Section 3.0 of this report.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LF:

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

*P:\Housing\R District Density & Infill\Secondary Suites in Two Family Dwellings (2019.02.28).docx*



Meeting 2019 March 11

COUNCIL REPORT

**PLANNING AND DEVELOPMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: 2019 CYCLING AND WALKING PROGRAM**

**RECOMMENDATION:**

1. THAT Council authorize the expenditure of \$13,000 from the Boards, Committees and Commissions budget for programs to promote cycling and walking in 2019, as outlined in this report.

**REPORT**

The Planning and Development Committee, at its meeting held on 2019 February 28, received and adopted the attached report seeking funding support of programs to promote cycling and walking in 2019.

Aligned with the City's Sustainability Strategies and Corporate Strategic Plan, this report recommends the expenditure of \$13,000 to promote the following programs: Burnaby Bike Map, Bike to Work Week, Bike to School Week, StreetWise Cycling Courses, Community Cycling Initiatives, Burnaby Walking Maps – Metrotown, Walking Challenge, and Jane's Walk.

Respectfully submitted,

Councillor P. Calendino  
Chair

Councillor S. Dhaliwal  
Vice Chair

Copied to: City Manager Director Planning & Building Director Engineering Director Finance Director Parks, Recreation & Cultural Services Director Public Safety & Community Services
--



Meeting 2019 Feb 28

COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS  
PLANNING AND DEVELOPMENT COMMITTEE

**DATE:** 2019 February 20

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 90400 01

*Reference: Cycling / Promotion*

**SUBJECT: 2019 CYCLING AND WALKING PROGRAM**

**PURPOSE:** To request funding in support of programs to promote cycling and walking in 2019.

### RECOMMENDATION:

1. **THAT** Council be requested to authorize the expenditure of \$13,000 from the Boards, Committees and Commissions budget for programs to promote cycling and walking in 2019, as outlined in this report.

## REPORT

### 1.0 BACKGROUND

The City's three Sustainability Strategies all identify the provision of transportation choices and promotion of alternative modes as key strategic transportation goals for Burnaby. The Council-adopted Vision, Themes and Goals guiding the update of Burnaby's *Transportation Plan* place continued emphasis on supporting travel choices that are enjoyable and supportive of our quality of life, and offer "*accessible and safe mobility in support of a healthy, green, prosperous and connected community.*"

Burnaby has a rich history of encouraging walking and cycling initiatives as important aspects of the City's efforts aimed at providing greater access and choice for its residents. In 1998, the City introduced a Cycling Promotion Program to support cycling initiatives which would complement the expansion and improvement of cycling infrastructure across the City. In 2017, the program was expanded to include walking initiatives focused on supporting healthier, more active lifestyles for Burnaby residents.

The 2019 Cycling and Walking Program is aligned with the City's *Corporate Strategic Plan* by supporting the following goals and sub-goals of the *Plan*:

- A 'Safe Community',
  - 'Make City streets, pathways, trails and sidewalks safer'.

To: Planning and Development Committee  
From: Director Planning and Building  
Re: 2019 Cycling and Walking Program  
2019 February 20..... Page 2

- A ‘Connected Community’,
  - ‘Ensure that people can move easily through all areas of Burnaby, using any form of transportation’.
- A ‘Healthy Community’,
  - ‘Encourage opportunities for healthy living and well-being’.

Through the Cycling and Walking Program, Council has funded a number of initiatives to promote cycling and walking as alternative modes of transportation. The City has promoted cycling and walking through its own efforts, and by supporting the work of others. In 2018, this included:

- The Burnaby Bike Map;
- Burnaby Walking Maps – Metrotown;
- Bike to Work Week;
- Bike to School Week;
- StreetWise Cycling Courses;
- Community Cycling Initiatives; and
- Walking Initiatives.

The Burnaby Bike and Walking Maps are published annually by the City. The other programs listed above are offered by the non-profit group, HUB Cycling, and local community groups. These programs heighten awareness of the benefits of active transportation and encourage people to cycle and walk more often. Through support of external programs, the City contributes to community-based initiatives which support both cycling and walking and also receives sponsorship recognition as part of event advertising. The Cycling and Walking Program contributes to broader community and individual benefits, such as improved fitness, less pollution, and reduced greenhouse gas emissions.

**2.0 PROPOSED 2019 PROGRAM**

The proposed 2019 Cycling and Walking Program has eight components, as discussed below:

**2.1 Burnaby Bike Map**

The Burnaby Bike Map provides essential and current information needed to navigate the City by bicycle. Each year, staff update the Bike Map to include newly-constructed routes. Printed copies are available to the public free-of-charge at City facilities including community and

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 3

recreational centres, libraries, the Burnaby Tourist Information Centre at Metropolis, and City Hall. The map is promoted through City social media channels, and is advertised in the spring issue of InfoBurnaby (subject to availability of space).

The map is also available on the City's website (Burnaby.ca\bikemap). Recent enhancements to the website have made web pages, including the Bike Map, easier to access on mobile devices such as phones and tablets. Over half of all traffic on the City's website is now via mobile device rather than a traditional computer, which will make accessing the Bike Map on-the-go much easier.

Despite the increasing potential for accessing the Bike Map online, many people continue to express a preference for the printed version to plan out routes and to use as a guide when navigating around the City. Based on past demand, it is recommended that a print run of 8,000 copies is continued in 2019, at a cost of \$2,400.

## 2.2 Bike to Work Week

Bike to Work Week is an event organised by the non-profit group, HUB Cycling, to promote cycling and encourage people to commute by bike. Held twice a year, in the spring and fall, the week-long events promote cycling through a program that combines incentives, workplace camaraderie, healthy living and environmental responsibility, and includes many components designed specifically to reduce the barriers that keep some people from cycling. The target audiences are workplaces, communities and individual commuters throughout Metro Vancouver.

The components of the event are:

- **Registration:** individuals and employer-based teams register and submit their results on-line, including via a mobile-friendly interactive website which facilitates participation.
- **Commuter Stations:** tents and tables set up along cycling commuter routes providing information on routes, free food and beverages, prize draws and free bike mechanic services.
- **Workshops:** workplace-specific workshops to promote Bike to Work Week.
- **Prizes and Awards:** participants in Bike to Work Week are entered in daily and grand prize draws, and organizations that log the most trips are recognized with Workplace Awards.

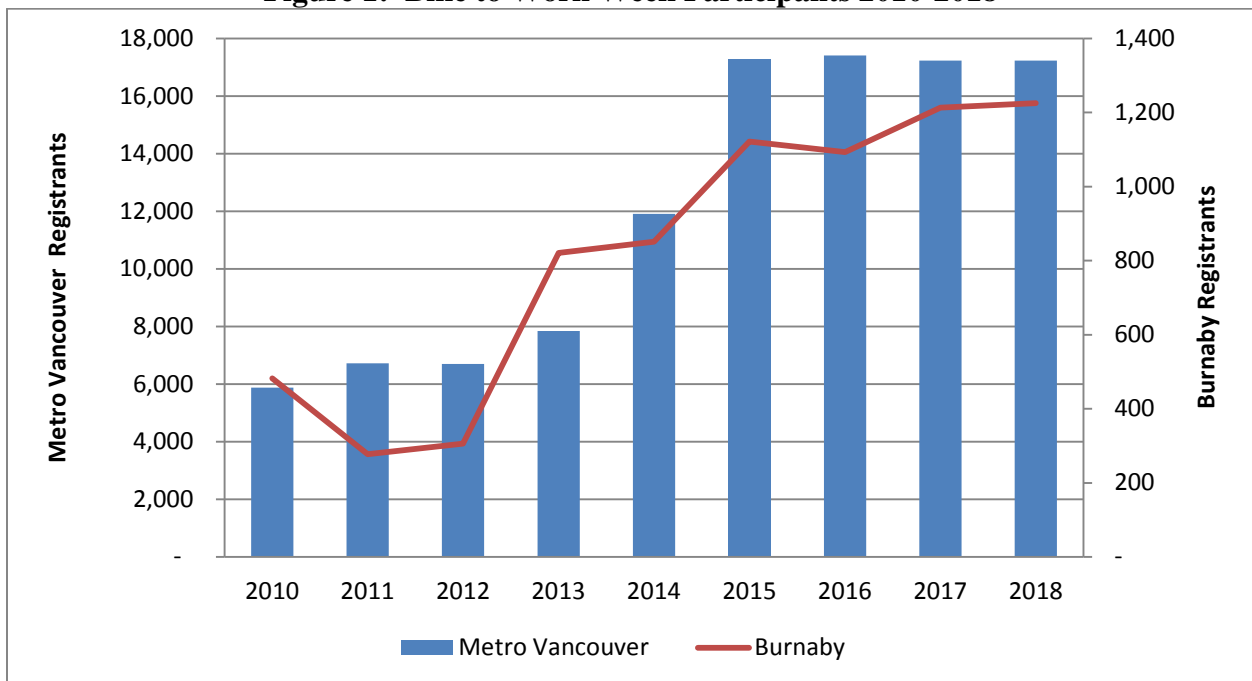
Burnaby's participation in Bike to Work Week has seen steady growth over the last nine years (*Figure 1*). In 2018, there were 1,225 participants and 281 workplaces registered, representing all areas of the City (*Figure 2* and *Figure 3*). Regionally, Burnaby is second only to Vancouver in terms of active participants.

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 4

Data collected provides useful insight on participants’ cycling patterns. Of the Bike to Work Week participants who reside in Burnaby approximately 33% work in the City, with an additional 36% working in Vancouver. Of those participants who work in the City, 21% commute from within Burnaby, with 53% riding in from Vancouver. These detailed statistics are important inputs as we advance strategies, policies, actions and network considerations as part of the Phase 2 of the *Burnaby Transportation Plan* update.

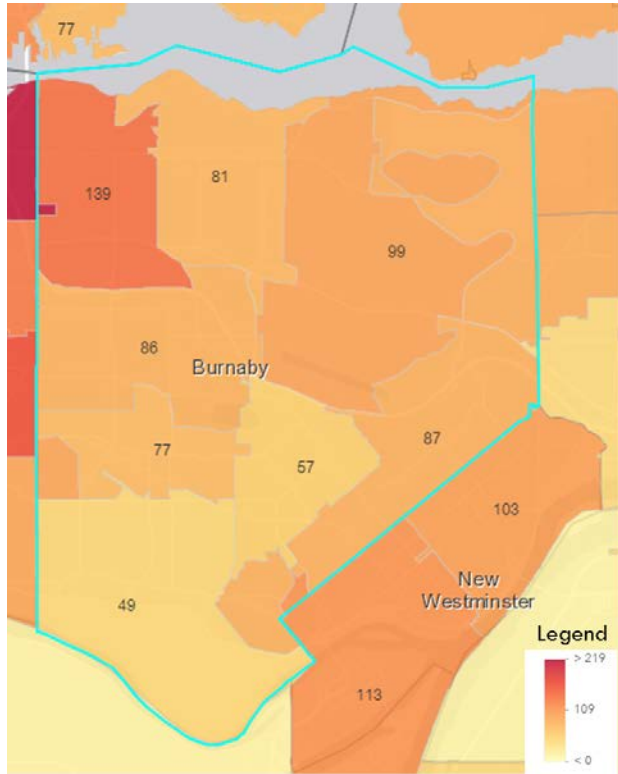
Collectively Burnaby participants logged 5,159 cycle trips for a total of 58,634 kilometres and in doing so, avoided the emission of 12.7 tonnes of greenhouse gases. These are good indicators of the success of this program as a tool to increase cycling engagement.

**Figure 1: Bike to Work Week Participants 2010-2018**

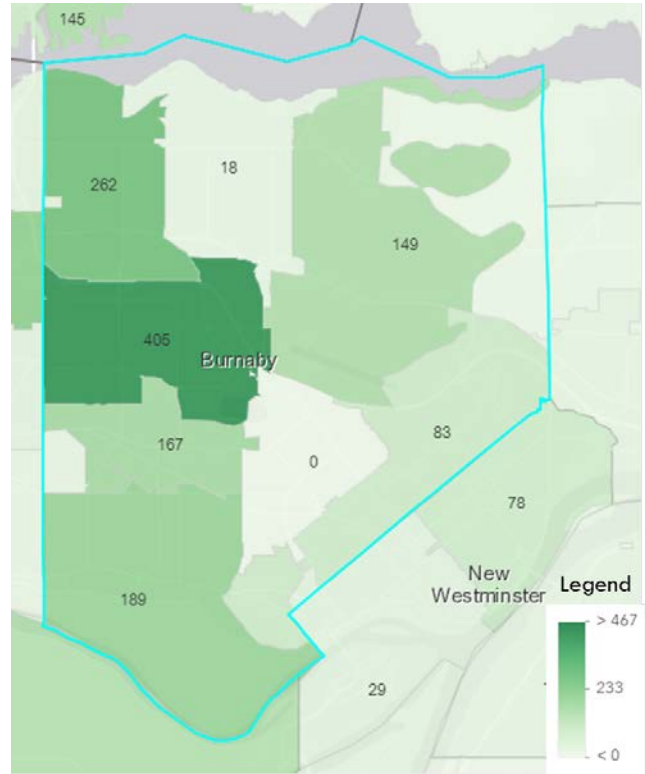


To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 5

**Figure 2: Residences of Burnaby Participants of Bike to Work Week**



**Figure 3: Workplaces of Burnaby Participants of Bike to Work Week**



Cycling data collected by the City on the Central Valley Greenway (CVG) and the Willingdon Linear Park (WLP) for the Spring Bike to Work Week indicated over 3,000 cycling trips on the CVG and approximately 1,500 cycling trips on the WLP during that week, indicative of a growing cycling culture within the City.

In 2018, the City of Burnaby provided sponsorship of \$4,200 for Bike to Work Week, which supported two commuter stations and detailed data collection. The data collected by HUB Cycling during Bike to Work Week assists the City in understanding Burnaby cycling patterns and has been useful in confirming priority cycling projects and the impact of promotional activities. HUB Cycling, through its partnership with other organizations, was able to leverage the funding to provide for nine commuter stations in Burnaby. HUB and City staff were in attendance at the stations to promote cycling in Burnaby (**Figure 4**).

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 6

**Figure 4: Burnaby Commuter Station for Bike to Work Week (Gilmore at CVG)**



Bike to Work Week events in 2019 are scheduled for late May and late October. As in previous years, the City will also promote Bike to Work Week as part of our public awareness campaign for Environment Week, which is held at the same time (June 1-9, 2019). City-led promotion will include social media and online promotion and advertising in City publications as appropriate.

This year, HUB Cycling is again proposing two Commuter Stations and detailed data collection in Burnaby, in return for a City contribution of \$4,200. Staff recommend that the City provide sponsorship of \$4,200 to cover the cost of providing these services.

### 2.3 Bike to School Week

HUB Cycling also organizes Bike to School Week that is run in conjunction with Bike to Work Week in May/June of each year (**Figure 5**). Bike to School Week is a week-long celebration of biking to school. Individual schools and classes register to participate, receive guidance and promotional materials from HUB Cycling; then have opportunities to win prizes and join in friendly competition with other schools across Metro Vancouver.

In 2018, 122 schools from Metro Vancouver registered for Bike to School Week, with 23 schools participating for the first time. In Burnaby, two elementary schools participated in the 2018 Bike to School Week festivities and celebrations.



To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 7

**Figure 5: Bike to School Week**



Bike to School Week also includes an educational component. In recent years, HUB has provided the following programming taught by certified cycling trainers:

- *Learn to Ride* course: aimed at getting Grade 3 – 5 students excited about cycling, this course raises the bike-handling skills of students while introducing road rules and safety.
- *Ride the Road* course: this provides more advanced instruction on urban cycling skills and road rules for Grade 6 and 7 students. It includes basic cycling maintenance and safe practices and a supervised neighbourhood road ride. All Ride the Road student participants are asked to complete a pre-course survey on the first day of the course, and a post-course survey following the last day of the course.

Last year, across Metro Vancouver, cycling courses were delivered to 6,789 students in schools across 14 municipalities (**Figure 6**). In Burnaby, the City provided sponsorship of \$2,500 which supported one *Learn to Ride* course. This was delivered to five classes of Grade 3 to 6 students in 12<sup>th</sup> Avenue Elementary School.

HUB Cycling, through its partnership with other organizations, was also able to deliver two additional courses in Burnaby: a *Learn to Ride* course at Buckingham Elementary School to four classes of Grades 3 – 5 and a *Ride the Road* program at Brantford Elementary School to four classes of Grades 5 – 7. Students who have taken these courses show improved skills and confidence and report an increased sense of safety and confidence in cycling around their

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 8

neighbourhoods, and to and from school. User surveys indicated that 39% of students say they will ride their bicycles on the road more often.

**Figure 6: Bike to School Week road skills training**



*“The kids loved it and they have been talking about it ever since. We have even noticed an increase in biking to school over the last three weeks.”- Grade 6 Teacher, Branford Elementary School, Burnaby, Ride the Road, April, 2018.*

This program is an excellent opportunity to engage youth, and increase participation in this demographic through a fun and focused program. In order to offer this program again in 2019, HUB Cycling requests a contribution of \$2,600 from the City of Burnaby. HUB Cycling will also be liaising with the School District to seek their support for the event. Building on the success of previous years, staff recommend that the City offer \$2,600 in support of this program in 2019.

## **2.4 StreetWise Cycling Courses**

Cycling can be an important mode of transportation for newcomers, some of whom may find car ownership or transit fares a financial burden. In 2006, HUB Cycling developed StreetWise Cycling Courses to provide would-be cyclists, primarily adults, with the skills to feel safe and comfortable riding in traffic. The courses are free to participants so that cost is not a barrier to participation.

To: Planning and Development Committee  
From: Director Planning and Building  
Re: 2019 Cycling and Walking Program  
2019 February 20..... Page 9

In 2018, 450 participants across Metro Vancouver took part in a StreetWise Cycling Course. In Burnaby, the City provided sponsorship for one specialized immigrant-focused course at a cost of \$2,800. The course was delivered by HUB Cycling in partnership with the Edmonds & Windsor Neighbourhood Resource. The course was held in July 2018 and reached 18 participants for a total of 72 hours of cycling instruction/participation.

The course, which combines classroom and on-road training, is taught by certified cycling trainers. Through the hands-on instruction, participants build traffic cycling proficiency for both recreational and transportation purposes. Many of the participants had previously used bikes as a primary mode of transport in their countries of origin, but had difficulty cycling here due to lack of familiarity with local routes, cycling practices and rules of the road. Results have shown that rates of cycling increase dramatically and consistently after attending one of these courses, as do confidence levels.

For 2019, HUB Cycling is proposing to hold one course for 24 participants in Burnaby, delivered in partnership with Burnaby-based immigrant service organizations, in return for continuing City support of \$2,800. Staff recommend that the City offer \$2,800 for this program in 2019.

**2.5 Community Cycling Initiatives**

In 2018, staff supported the efforts of local community organizations advancing cycling initiatives in Burnaby. In June, staff supported Community Bike Fairs at Gilmore and Second Street Community Schools (*Figure 7*), through the provision of materials and promotion of the events through City social media channels and the Community Events Calendar.

**Figure 7: Community Bike Fair at Second Street Community School**



Staff recommend continued support of these initiatives in 2019 through provision of relevant information and data as required, in-kind goods and promoting community efforts.

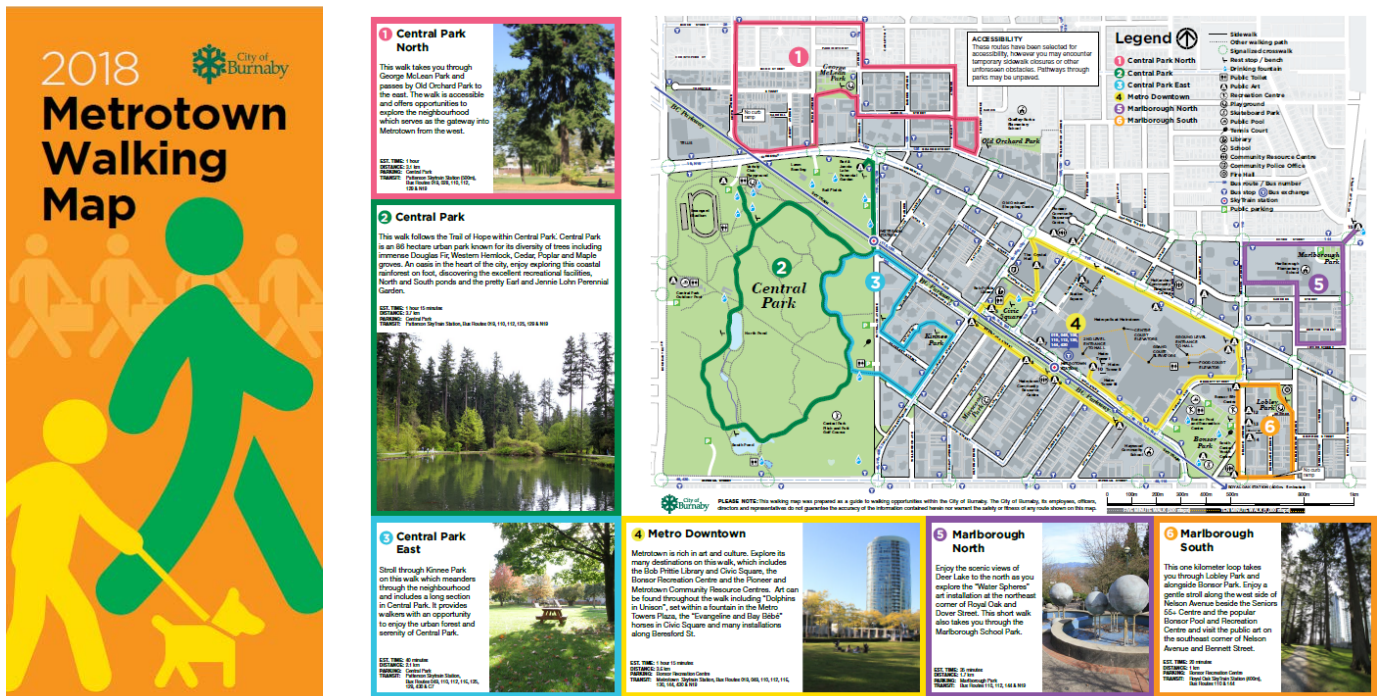
To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 10

**2.6 Burnaby Walking Maps – Metrotown**

Since 1998, one of the means of advancing the City’s goal of promoting alternative modes of transportation has been the production and distribution of the Burnaby Bike Map. Building on the reach and success of the Bike Map, and the continued enhancement of the public realm within our town centres, staff have been developing neighbourhood walking maps. These maps aim to engage and support citizens in the pursuit of healthier, more active lifestyles. They also help to encourage visitors to explore the City on foot and thus support local tourism.

The first Burnaby Walking Map focusing on Metrotown was produced in 2018 (**Figure 8**). Made available online, with printed copies distributed to City facilities, the maps have been well received by the public in general. Given the success of the initial print run of the map, staff recommend the development, production and distribution of 2,000 walking maps at a cost of \$1,000.

**Figure 8: Metrotown Walking Map**



To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: 2019 Cycling and Walking Program  
 2019 February 20..... Page 11

## 2.7 Walking Challenge

In spring 2018, the Burnaby and New Westminster Healthier Community Partnerships (HCPs)<sup>1</sup> jointly undertook a walking challenge building on successful walking initiatives in both cities. Each city recognizes active transportation, including walking, as an affordable, healthy and environmentally-friendly means of getting around.

Working in collaboration with the New West Walkers Caucus, a five-week walking challenge was hosted in each community (*Figure 9*). The Walk30 Burnaby New West Challenge encouraged participants to walk 30 minutes each day for the duration of the challenge. Approximately 3,300 people took part, including school children in 134 classes in both School Districts. Through this initiative, participants logged 696,988 minutes of walking for an average of 27 minutes a day per person. The challenge culminated in a celebration Walking Festival held on Saturday May 12, 2018 at Edmonds Community Centre. Participants were able to hear featured speakers, learn about resources to support healthier lifestyles and connect with other community members interested in forming new walking groups.

**Figure 9: 2018 Walking Challenge Participants**



The project focused on ways to promote walking culture, increase awareness of the benefits of walking (mental and physical health benefits, reduced environmental impact (emissions), and reduced traffic congestion) and increase physical activity levels in both communities.

In 2019, the HCP will partner with the Burnaby Neighbourhood House (BNH) to develop community capacity in both cities to promote walking culture and advocacy. The BNH will work with community members to host a 2019 walking challenge and hold a forum on active transportation. Staff recommend continued support of this initiative.

<sup>1</sup> The Burnaby Healthier Community Partnership is a partnership of the City of Burnaby, Burnaby School District 41, Fraser Health and the Burnaby Division of Family Practice. A similar partnership exists in New Westminster.

To: Planning and Development Committee  
From: Director Planning and Building  
Re: 2019 Cycling and Walking Program  
2019 February 20.....Page 12

**2.8 Jane’s Walk**

Held globally, Jane's Walk is a movement of free, citizen-led walking tours inspired by author and activist Jane Jacobs. The walks are aimed at engaging citizens in story-telling about their communities, whilst exploring their cities and connecting with neighbours.

Since 2015, Staff have facilitated these citizen-led walking tours in Burnaby by hosting a web page where walk leaders could list their events. Staff recommend continued support of this initiative.

**3.0 CONCLUSION**

The Burnaby Bike Map, Bike to Work Week, Bike to School Week, StreetWise Cycling Courses, and local community cycling initiatives such as Community Bike Fairs are well-established means for encouraging greater travel by bicycle. The expansion of the Cycling Program to include walking initiatives such as Jane’s Walk, walking maps and the Walking Challenge continues to raise the profile of walking in the community and that of organizations, such as the City, that support active transportation. This report recommends the expenditure of \$13,000 to promote cycling and walking in Burnaby in 2019, as follows:

- Burnaby Bike Map, \$2,400;
- Bike to Work Week, \$4,200;
- Bike to School Week, \$2,600;
- StreetWise Cycling Courses, \$2,800; and
- Burnaby Walking Maps, \$1,000.

In keeping with our past cycling and walking promotion expenditures, it is recommended that Council be requested to authorize the expenditure of \$13,000 from the Boards, Committees and Commissions budget for this year’s Cycling and Walking Program, as outlined in this report.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LL:sla

- cc: City Manager  
Director Engineering  
Director Public Safety and Community Services  
Director Parks, Recreation and Cultural Services  
City Clerk

R:\Long Range Clerical\DOCS\LL\Committee Reports\2019\2019 Cycling and Walking Program (2019.02.28).docx

**PLANNING AND DEVELOPMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: CYCLING OPTIONS FOR THE GILMORE OVERPASS**

**RECOMMENDATION:**

1. THAT Council approve Option A, as outlined in the report, to address the cycling network gap on Gilmore Diversion.

**REPORT**

The Planning and Development Committee, at its meeting held on 2019 February 28, received and adopted the *attached* report seeking direction on a preferred option for addressing the cycling network gap on Gilmore Diversion. Arising from discussion of the six options outlined, the Committee adopted Option A: 2015 City Design as its preferred option.

Respectfully submitted,

Councillor P. Calendino  
Chair

Councillor S. Dhaliwal  
Vice Chair

<p>Copied to: City Manager Director Planning &amp; Building Director Engineering Director Parks, Recreation &amp; Cultural Services</p>
---

**TO:** CHAIR AND MEMBERS  
PLANNING AND DEVELOPMENT COMMITTEE

**DATE:** 2019 February 20

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 68000 20  
*Reference: Urban Trail - Gilmore*

**SUBJECT: CYCLING OPTIONS FOR THE GILMORE OVERPASS**

**PURPOSE:** To advise the Committee on the various design options available for addressing the cycling infrastructure gap on Gilmore Diversion.

---

**RECOMMENDATION:**

1. **THAT** the Committee recommend to Council a preferred option for addressing the cycling network gap on Gilmore Diversion.

**REPORT**

**1.0 INTRODUCTION**

At its meeting of 2018 December 11, the Planning and Development Committee requested a staff report on the advisability and feasibility of installing a bicycle route on the Gilmore overpass of Highway 1. Council also received a delegation at its 2019 February 11 meeting from HUB Cycling, advocating several design options for this corridor. This report presents various options for Council's consideration.

**2.0 POLICY SECTION**

This report is aligned with the City's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan:

- A 'Safe Community',
  - 'Make City streets, pathways, trails and sidewalks safer'.
- A 'Connected Community',
  - 'Ensure that people can move easily through all areas of Burnaby, using any form of transportation'.
- A 'Healthy Community',
  - 'Encourage opportunities for healthy living and well-being'.



To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 2

- A ‘Dynamic Community’,
  - ‘Build and maintain infrastructure that meets the needs of our growing community’.

### 3.0 BACKGROUND

The desire to provide safe north-south cycling connections in Burnaby is a long standing priority for the City. Through various public processes including the Bikeways Consultation process (2001), MAPS project in Cascade Heights (2013), and Phase 1 of the update of the *Burnaby Transportation Plan* (2017-2018), the Gilmore overpass has been identified as a significant gap in Burnaby’s cycling network.

On busier corridors, the City often constructs multi-use paths (MUPs, also referred to in Burnaby as Urban Trails). These are typically three to four metres wide, shared by pedestrians and cyclists, and separated from traffic by a boulevard. Cycling in the Gilmore Avenue/Diversion corridor is accommodated on MUPs for much of the distance between Lougheed Highway and Sanderson Way (see *Figure 1*). However, there are no bike facilities and incomplete pedestrian facilities in the middle portion between Still Creek Avenue and Dominion Street, a distance of 550 metres. The completion of a safe and comfortable linkage would encourage active transportation in this area. It would also complete a 4.5-kilometre active transportation circuit in the surrounding area, creating more opportunities for recreational uses and access to BCIT and numerous businesses.

The primary challenge to achieving this is the Province’s overpass that carries Gilmore Diversion over Highway 1. Constructed in 1964, the Gilmore overpass is a four-lane structure with abutting sidewalks on both sides but no cycling facilities. In the late 2000’s, as the Province undertook the widening of Highway 1, the City asked that MUPs be included on all new highway overpasses in Burnaby. At the time, the Gilmore overpass was identified for replacement, which could have included a MUP. However, in 2012, when the Provincial project was completed, MUPs were included on all new overpasses (Willingdon, Sprott, Kensington, and Cariboo) but the Gilmore overpass was not replaced.

The Gilmore overpass also has low vertical clearance over Highway 1; the lowest clearance over the highway between Vancouver and Hope. This has resulted in the structure being repeatedly struck by over-height trucks on Highway 1.

Recognizing the need for facilitating active transportation within the corridor, Council in 2014 authorized the design of an off-street cycling connection between Still Creek Avenue and Canada Way, using the Gilmore overpass. In 2015, the design process identified a solution that would eliminate one of the northbound lanes, with the space reallocated to construct a MUP on the west side of Gilmore. Analysis indicated that traffic operations with only one northbound lane would be reasonable until the overpass was ultimately replaced, but there would be some traffic delays. Discussions with the cycling community and the Fire Department (due to the nearby presence of Fire Station #7 on Gilmore Diversion at Dominion Street) indicated the support of both of these groups for the project.

To: Planning and Development Committee  
From: Director Planning and Building  
Re: Cycling Options for the Gilmore Overpass  
2019 February 20..... Page 3

Figure 1: Study Corridor



- Existing Urban Trail
- - - Proposed Urban Trail
- ..... Active transportation loop



To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 4

The completed design was advanced for consideration, however, concerns were expressed about investing significant dollars on a concept that would have a limited lifespan and need to be rebuilt when the overpass was replaced. As such, the project was not advanced to construction.

Since 2015, the City has pursued continued engagement with the Province, seeking replacement of the 50-year-old overpass (including the addition of a MUP), as soon as possible.

Community interest in a cycling solution for the Gilmore overpass remains strong, as was indicated by the HUB Cycling delegation to Council on 2018 February 11.

#### 4.0 APPROACHES

There are three general approaches the City could take to provide cycling infrastructure on Gilmore Diversion:

1. ***Seek early replacement of the Highway 1 overpass:*** Building on the previous efforts of Mayor and Council, this approach would continue to encourage the Province to accelerate the replacement of the Gilmore structure. The latest (2018 October) written response from the Province stated that the overpass would not be replaced until it reaches the end of its service life, estimated to be in the 20- to 25-year horizon. While there is always the possibility that the Province will change its position, this has not happened in the last few years of discussions.
2. ***Implement long-term solution now:*** Consider various concepts for a permanent design to address the gap in our cycling network.
3. ***Temporary trial:*** Implement a low-cost, temporary version of a long-term solution to observe the benefits and impacts. The trial would be followed by a decision on which long-term solution to pursue.

The first approach seeks a political solution; the latter two are design focused, and the subject of this report.

Gilmore Diversion is included in TransLink's Major Road Network, and the City is therefore required to obtain TransLink approval for any option that reduces the person-carrying capacity of the roadway. Some of the options described below would do that, and pursuit of those options would therefore be subject to discussions with TransLink. Similarly, as the overpass is a provincially-owned structure spanning a provincial highway, approval of the Ministry of Transportation and Infrastructure would be required for most options.

#### 5.0 DESIGN OPTIONS

Various design options were considered to address the cycling infrastructure gap on Gilmore Diversion. The following six design options are presented for consideration. Each provides separation of cyclists from traffic, usually buffered by a boulevard or barrier.

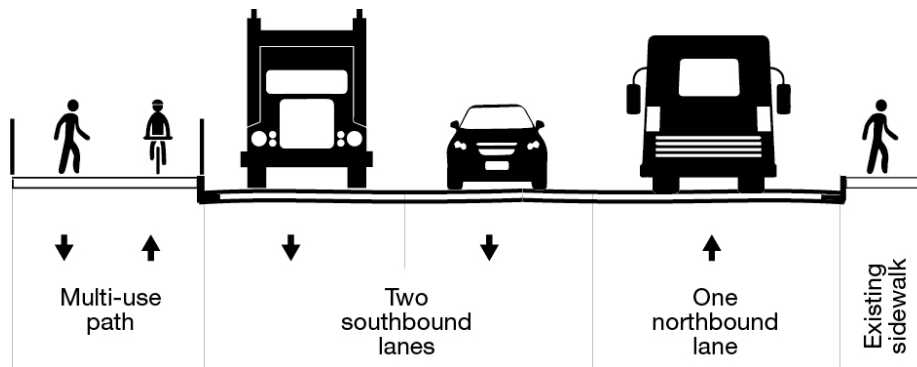
To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 5

**5.1 Option A: 2015 City Design**

As noted earlier, the City advanced a process in 2014-2015 to develop a safe, high-quality, and cost-effective cycling facility on Gilmore Diversion. That process identified a solution that would eliminate one of the northbound lanes and reallocate that space to construct a MUP on the west side of the overpass. The design would provide a 3.5m (typical) MUP from Still Creek Avenue to Dominion Street, connecting to existing MUPs at either end. On the overpass, the MUP would be separated from moving traffic by a concrete barrier (*Figure 2*). Elsewhere, a front boulevard would be provided. The lane closure would extend from Myrtle Street in the north to Dominion Street in the south, providing space for the MUP not just on the overpass but on the approaches as well. The design requires minor property acquisition and/or working easements for construction.

Should Council advance this option, the design already exists. It would be reviewed for any changes needed since 2015, and TransLink approval for the MRN changes would be sought. The Ministry has already accepted this design. Construction would likely be completed in 2020. The cost of this option is estimated at \$3 million. TransLink had previously approved \$790,000 in funding for construction of this design. That funding expires at the end of 2019. If Council chooses Option A, staff would advance the project as quickly as possible to take advantage of that funding, and also seek an extension that would allow the funding to carry over into 2020.

**Figure 2: Gilmore Overpass Cross-Section: Option A**

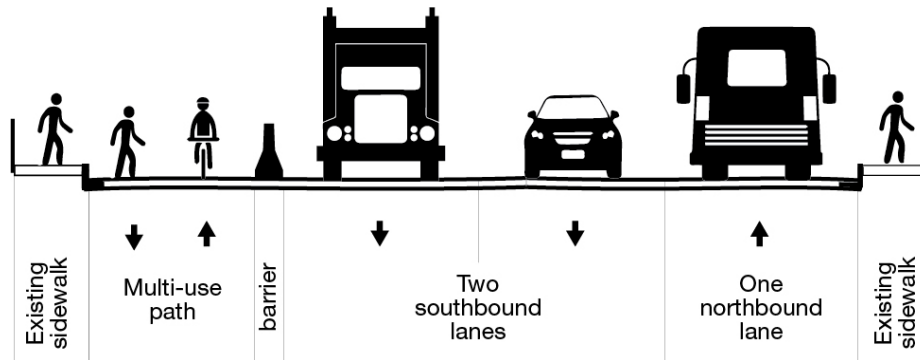


**5.2 Option B: Six-Month Trial of 2015 Design**

A second option under consideration is the potential of constructing a temporary version of the 2015 design, for a six-month trial. This would again involve elimination of one northbound lane and construction of a west-side MUP. For much of the length, cyclists would be on the roadway but separated from traffic by temporary concrete barriers (*Figure 3*). However, as a temporary facility, it would not be cost-effective to achieve the 3.5-metre MUP width of Option A. The width would typically be 3.0 metres, but dropping as low as 2.2 metres in some places. Most of the length would have the concrete barriers, but the narrowest sections would have only a curb separating vehicles from MUP users (like an abutting sidewalk). The project would include before-and-after monitoring to evaluate the efficacy of the trial.

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 6

**Figure 3: Gilmore Overpass Cross-Section: Option B**



Staff have prepared a conceptual sketch for Option B. The objective is to replicate Option A as closely as possible, for all modes, so as to provide a realistic trial of how Option A would operate. Much of this can be done quickly with temporary barriers and lane markings. However, there is also the need for some curb works and a small retaining wall. Construction would therefore be preceded by an engineering design contract and consultation with the Ministry and TransLink. In light of this, construction would likely be towards the end of 2019.

A six-month trial is proposed. Depending on the completion date, this would be extended if necessary to encompass the summer cycling months in 2020.

The cost of this option is estimated at \$0.6 million. Being both temporary and of lower quality than Option A, this would not be eligible for cost-sharing from senior governments. Some working easements would be required, but likely no property acquisition.

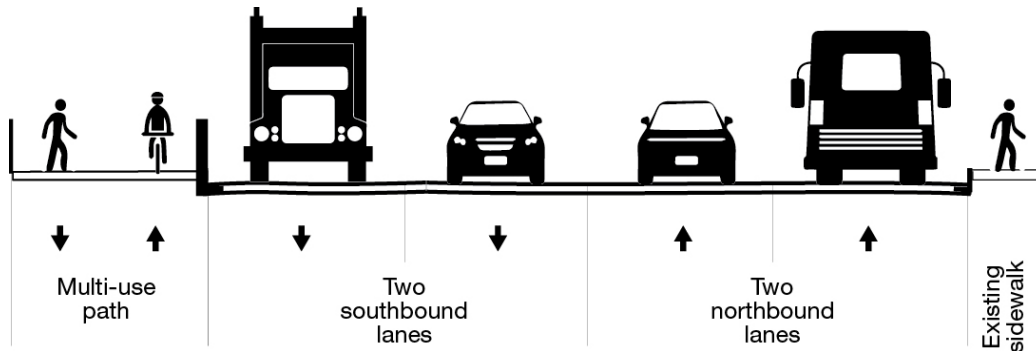
Results of the trial would be reported to Council, allowing for a decision on which option to pursue subsequently. Any permanent solution would require the removal or reconstruction of the work done in Option B, and would thus not reduce the cost of the permanent solution.

**5.3 Option C: MUP on a Widened Gilmore Overpass**

During the Port Mann / Highway 1 project, staff sought input from the Province’s designers on the potential of retrofitting the existing structure to accommodate a MUP whilst maintaining four traffic lanes. At that time, the designers assessed the feasibility of the option, but did not undertake detailed design or costing. The underside of the existing structure consists of box girders running north-south across the highway. The Province indicated that it would be possible to add one or more additional box girders, thus widening the bridge and providing space for a MUP (*Figure 4*). Retaining four traffic lanes, there would be less land available for the MUP on the approaches. In particular, the north approach would require more extensive retaining walls and, likely, more land acquisition than Option A.

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 7

**Figure 4: Gilmore Overpass Cross-Section: Option C**



While a formal cost estimate has not been prepared, staff estimate the cost of this option to be on the rough order of \$5 million plus, including the approaches. Modifications to the structure would have to be done to Ministry design standards and subject to their approval. The project would be eligible for cost-sharing from senior governments. TransLink approval would not be needed, as the capacity of the MRN would not be reduced.

As with the existing structure, a widened structure would run the risk of being struck by trucks passing beneath. As a Ministry structure, repairs would be their responsibility but use of the MUP could be disrupted. The investment in the current structure would be lost when the structure was ultimately replaced.

If Council chooses this option, staff would initiate a design process followed by funding applications. Construction would likely be in 2020 and/or 2021.

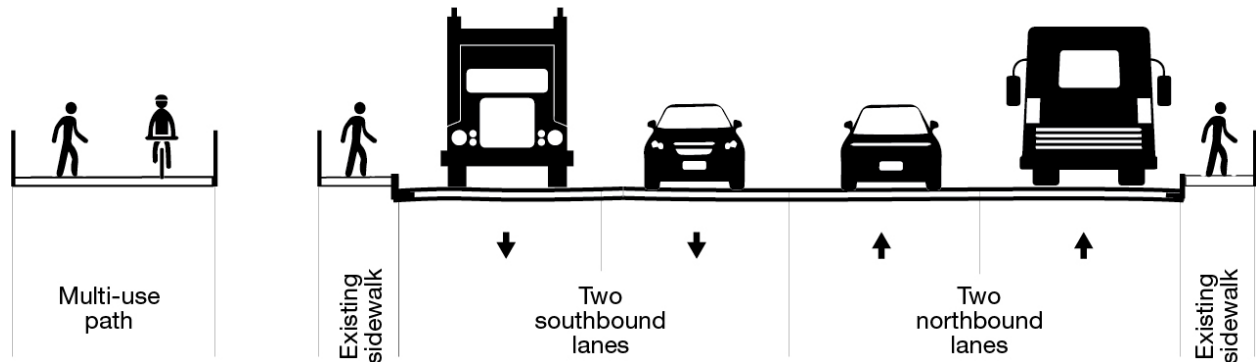
**5.4 Option D: New Parallel Active Transportation Structure**

A fourth option for consideration is the construction of a separate, parallel structure for the MUP. This would be located several metres west of the existing structure. It would need to be about one metre higher than the existing overpass to meet clearance requirements over Highway 1 (**Figure 5**). The new stand-alone structure would need to be built in a manner so as to not preclude or significantly impact the future replacement of the Gilmore overpass. Construction of the approaches would be similar to Option C, adjusted for the horizontal and vertical placement of the new bridge.

It is unclear whether the parallel structure would be owned by the City or Province. Challenges with this option include the potential for greater property acquisition on the approaches and the need to protect for future replacement of the existing overpass. The width and cost of that replacement would be reduced by eliminating the need for it to include a MUP.

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 8

**Figure 5: Gilmore Overpass Cross-Section: Option D**



A formal cost estimate has not been prepared. Staff consider the cost of this option to be on the rough order of \$5 million plus, inclusive of the approaches, for a “plain and functional” structure. A more visually-interesting “signature” structure, such as the one that carries the Central Valley Greenway over Winston Street, would raise the total project cost into the \$8 million plus range. Modifications to the structure would have to be done to Ministry design standards and subject to their approval. The project would be eligible for cost-sharing from senior governments. TransLink approval would not be needed, as the capacity of the MRN would not be reduced.

If Council chooses this option, construction would likely be completed in 2021.

**5.5 Option E: City Replacement of Gilmore Overpass**

As was noted earlier in the report, the Gilmore overpass is the lowest structure across Highway 1 between Vancouver and Hope, and does not meet the Ministry’s current vertical clearance standards. While the preceding options addressed the need for a safe cycling facility, only a full replacement of the structure can address the vertical clearance issue.

The full replacement of the Gilmore structure would be a significant undertaking. The project would be challenging, lengthy, and costly given the following factors:

- *Demolition:* The costs associated with removal of a structure over an active highway are very high.
- *Proximity of existing buildings:* There are existing commercial buildings and homes on either side of Gilmore Diversion, constraining the possible alignments for a new structure. Property acquisition may be necessary.
- *Construction staging:* As has been done when replacing other highway overpasses, the best solution likely entails removing half the existing structure, building half the new structure in much the same place, and then repeating the process for the other half. This minimizes land acquisition and allows for some continued mobility during construction, but at a higher construction cost.

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 9

- *Other factors:* The cost will also be impacted by upgrading to current seismic standards, ground conditions that are known to be poor in the area, the need for the new structure to be higher than the existing one, and the corresponding need to rebuild the approaches.

The cross-section would be similar in principle to that already shown for Option C (widening of the existing structure), with the added benefit of an improved east sidewalk with better separation from traffic.

Once again, a formal cost estimate has not been prepared. Staff consider the cost of this option to be on the rough order of \$50 million plus, inclusive of the approaches, but this estimate is even more speculative than those given for Options C and D. The project would need to be led by the Ministry and completed to their standards. The project would be eligible for cost-sharing from senior governments. TransLink approval would not be needed, as the capacity of the MRN would not be reduced. Assuming willingness by the Ministry, construction would likely be completed in about 2022. However, this would likely require that the City cover a significant portion of the project costs.

#### **5.6 Option F: One-way Cycle Tracks (HUB's proposal)**

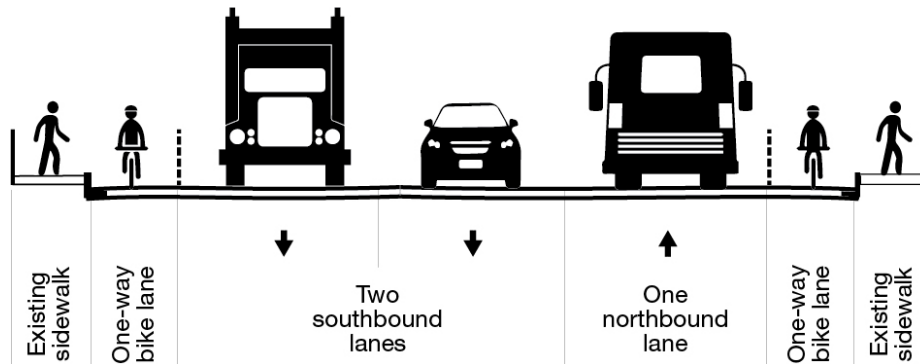
At the Council meeting of 2019 February 11, a delegation from HUB Cycling presented a series of concepts for Gilmore Diversion, some of which are reflected earlier in this report. HUB indicated that their preferred solution is a pair of one-way bike lanes on either side of the roadway, separated from traffic by delineator posts. As with Options A and B, this would be achieved by eliminating one travel lane (*Figure 6*). While there are safety benefits to having all cyclists travel in the same direction as vehicles, staff do not recommend this concept for Gilmore Diversion. The reasons are:

- The delineator posts would provide a strong visual delineation between cars and bikes, but not the physical protection offered by a concrete barrier.
- To the north and south of here, the MUP is entirely on the west side of Gilmore. To use the bike lane on the east side, a northbound cyclist would need to cross Gilmore twice, first at Manor Street and then back again at Still Creek Avenue.
- To facilitate that cross-over, the bikes lanes and corresponding reduction in travel lanes would need to extend to from Still Creek Avenue in the north to Canada Way in the south. This would reduce the intersection capacity at these intersections, which is unaffected in all other options.
- The bike lanes would be on the order of 1.5 to 1.7 metres wide, bounded by a curb on one side and posts on the other. In such a constrained space, it would be difficult or impossible for one cyclist to safely pass another within the 750-metre length of the bike lanes.



To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Cycling Options for the Gilmore Overpass  
 2019 February 20..... Page 10

**Figure 6: Gilmore Overpass Cross-Section: Option F**



This option would be the least expensive, perhaps on the order of \$100,000. This option does not include construction of 170 metres of sidewalk on the west side of Gilmore Diversion between Myrtle Street and Highway 1, thus leaving a gap in the pedestrian network. All other options include the provision of this pedestrian connection.

Support from TransLink for reduction of the MRN may be less likely, due to the lower quality of bike facility that would be provided. Implementation of the bike lanes could be done this year. However, as noted previously, this option is not recommended by staff.

## 6.0 CONCLUSION


This report seeks Committee direction on its preferred option for Council approval for addressing the cycling network gap on Gilmore Diversion. The five options that staff consider supportable are:

- A: lane reduction to build a MUP on the existing structure;
- B: six-month trial of the above option with temporary materials;
- C: widening of the existing structure for a MUP;
- D: construction of a parallel structure for the MUP; and
- E: cost-sharing with other governments on replacement of the overpass.

Staff are of the view that Option A provides a quality product at a reasonable price. However, there are also merits associated with the other options.

To: Planning and Development Committee  
From: Director Planning and Building  
Re: Cycling Options for the Gilmore Overpass  
2019 February 20.....Page 11

Upon receiving a Committee recommendation and subsequent Council approval, staff would bring forward a funding report to begin implementing the chosen option. In the event of Option E being chosen, staff and/or the Mayor would first engage with the Province to ascertain their willingness to develop this concept with City funding support.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LL/sa:sla

cc: City Manager  
Director Parks, Recreation and Cultural Services  
Director Engineering  
City Clerk

R:\Long Range Clerical\DOCS\LL\Committee Reports\2019\Cycling Options for the Gilmore Overpass (2019.02.28).docx

**PLANNING AND DEVELOPMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: BIKE-SHARING IN BURNABY**

**RECOMMENDATION:**

1. THAT Council direct staff to advance a Request for Qualification and, if applicable, a Request for Proposals to pilot a bike-sharing program, and the use the findings from that process to develop a policy framework for managing the use of the public realm by the private sector.

**REPORT**

The Planning and Development Committee, at its meeting held on 2019 February 28, received and adopted the *attached* report seeking approval to advance a Request for Qualification and, if applicable, a Request for Proposal to pilot a bike-sharing program. A policy framework for managing the use of the public realm by the private sector would be developed at the conclusion of the pilot program.

Respectfully submitted,

Councillor P. Calendino  
Chair

Councillor S. Dhaliwal  
Vice Chair

<p>Copied to: City Manager Director Planning &amp; Building Director Corporate Services Director Engineering Director Finance Director Parks, Recreation &amp; Cultural Services Director Public Safety &amp; Community Services</p>
--



Meeting 2019 Feb 28

COMMITTEE REPORT

**TO:** CHAIR AND MEMBERS  
PLANNING AND DEVELOPMENT COMMITTEE

**DATE:** 2019 February 20

**FROM:** DIRECTOR PLANNING AND BUILDING

**FILE:** 90400 02  
*Reference: Bike-Share*

**SUBJECT: BIKE-SHARING IN BURNABY**

**PURPOSE:** To advise Council on developments and emerging opportunities for bike-sharing in Burnaby, and to initiate a pilot program.

---

**RECOMMENDATION:**

1. **THAT** Council direct staff to advance a Request for Qualification and, if applicable, a Request for Proposals to pilot a bike-sharing program, and the use the findings from that process to develop a policy framework for managing the use of the public realm by the private sector.

**REPORT**

**1.0 INTRODUCTION**

The City's three Sustainability Strategies all identify the provision of transportation choices and promotion of alternative modes as key strategic transportation goals for Burnaby. The Council adopted Vision, Themes and Goals guiding the update of Burnaby's Transportation Plan place continued emphasis on supporting travel choices that are enjoyable and supportive of our quality of life, and offer "*accessible and safe mobility in support of a healthy, green, prosperous and connected community.*"

The City of Burnaby has been approached by representatives of several operators of bike-sharing systems expressing an interest in launching operations in the City, including applications for business licenses. These bike-share program proposals provide the City with an opportunity to examine the potential for an operational model in support of strategic transportation objectives.

This report presents an overview of developments and emerging opportunities with bike-sharing in Burnaby, its potential impacts, regulation, and local context, as well as considerations to advance city policy to promote alternative modes and modal choice through a pilot project.

**2.0 POLICY SECTION**

Bike sharing is aligned with several of the City's Strategic Plans and Policies including:

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 2

- *Official Community Plan*'s transportation sub-goal of Promoting Alternative Modes, with the underlying direction of providing safe and convenient cycling facilities;
- *Burnaby Transportation Plan*'s recently-adopted goals and themes of a transportation system that is accessible, healthy, prosperous, safe, green and connected;
- *Environmental Sustainability Strategy*'s 'Move' Goal of a walkable, bikeable and transit-supported city that supports a healthy community and environment;
- *Social Sustainability Strategy*'s 'Getting Around' Strategic Priority that promotes mobility for all people moving around Burnaby in ways that are accessible, affordable, healthy, safe, and reliable, which help Burnaby to be more inclusive, liveable and resilient, by encouraging and promoting cycling; and
- *Corporate Strategic Plan*'s 'A Connected Community' and 'A Healthy Community' goals, and sub-goals of:
  - 'A Connected Community'
    - 'Ensure that people can move easily through all areas of Burnaby, using any form of transportation'.
  - A Healthy Community'
    - 'Encourage opportunities for healthy living and well-being.'

### 3.0 BIKE-SHARING

Bike-sharing is a service where bicycles are made available for individuals to use on a short-term basis, like a short-term rental. The bike-share system consists of a fleet of bicycles placed at various locations across a geographic operating area. Users are able to pick up a bicycle at one location and drop it off at any another designated location within the service area. Modern bike-shares are enabled by smart technology either available through the docking station (a high-tech bike rack) or the bicycle itself to provide rental access, payment and locking capacity via smart phone or other technology.

The underlying principle of bike-sharing is enabling individuals' use of bicycles on an "as-needed" basis without the costs and storage requirements of ownership. Bike-sharing can increase mobility choice and flexibility, reduce congestion and fuel use, provide for multimodal transport connections (e.g.. use of transit and cycling to make one trip), and even replace or supplement trips that may be circuitous or inconvenient by another mode.

Bike-sharing as a concept has been around for more than 40 years, with systems now operating in many cities around the world. The first modern municipal bike-share was launched in Paris (2007), with the first North American programs launching in the USA in Washington DC (2008), and in Canada in Montréal (2009). Major bike-sharing systems are now present in London, Paris, New York, Washington DC and several cities in China. Bike-share systems are operating at a significant scale in several Canadian cities including Ottawa, Hamilton, Toronto, Montréal, and Vancouver.

In 2017, the bike-sharing arena in North America underwent a dramatic shift with the introduction of dock-less technology (discussed below), and the proliferation of private, for-profit bike-share operators funded by venture capital. In contrast, earlier systems were often joint

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 3

ventures with government. The rapid increase of bike sharing companies and systems in North America provides opportunities and challenges for local governments wishing to advance mobility options whilst providing support for larger community goals such as affordable and sustainable transportation options and reduced carbon emissions. The pace and scale of change, as well as the introduction of new technologies and operating models, are placing a resource strain on cities as they work to keep pace.

### 3.1 Operating Models

There are two basic models of major bike-share systems (“docked” and “dockless”) with several governance and operating structures, each with a different approach to the common goal of providing access to bicycles. Common components of bike-share systems are bicycles, parking locations, software and technology.

#### 3.1.1 Docked Systems

The most prevalent form of bike-sharing systems globally is kiosk-based docking systems, where bicycles are secured to and rented from technologically-enabled docking stations as illustrated in *Figure 1*. The introduction of smart technology to lock and unlock bicycles, where the docks themselves are the “smart” equipment, allows users to locate and pay for bicycle rentals using credit cards, digital membership keys or smart phones. In this system, each bicycle must be returned to a docking station at the end of its use, or be subject to higher fees.

These systems require space for the docking stations (typically on the boulevard or parking areas of the street). They are typically licensed operations with most cities requiring operating permits and business licenses, and are the most capital-intensive models. Examples of docked systems include bike-shares in Vancouver, Toronto, New York, and Washington DC.

The advantages of a docked system include its ability to control access (based on station locations and technology), streamlined maintenance (as all bicycles are parked at a limited number of locations) and reduced theft.

The disadvantages of a docked system include the high capital cost of implementation (due to the cost of the docking stations) and operating costs related to the need for rebalancing. The latter refers to the requirement for the operator to constantly shift bikes from stations that are full (and therefore cannot accept the return of additional bikes) to those that are empty (and thus have no bikes available to meet demand). For these reasons, a docked system is the most expensive form of bike-share systems in use. Typically docked systems have been publicly owned, with operation being either public or private. A viable system typically requires a public subsidy.

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 4

**FIGURE 1: Docked Bike-Share Service in New York (NY)**



### 3.1.2 Dockless Systems

The most recent innovation in the bike-sharing industry, dockless systems, came as a response to some of the challenges of traditional docked systems. The fastest growing form of bike-share, dockless systems rely on the bicycle as the “smart equipment”, where the necessary electronic components (location via GPS, locking and rental technology) are located on the bicycle itself. In this scheme, a user accesses a bicycle through an app on their smart phone which is linked to the internet and a credit card. The app directs the user to the nearest available bicycle and unlocks the bicycle. When the user ends the trip, the app locks the bicycle and charges the user.

These systems do not rely on established docks or kiosks. Some allow bikes to be parked anywhere within the service area, while others have demarcated locations as illustrated in *Figure 2*.

The smart bicycles are often equipped with a mechanism that locks the rear wheel, meaning that attachment to a rack or other structure is not required for security. GPS devices located within the bikes also help to prevent theft (in addition to helping users locate the nearest available bike). Examples of dockless systems include bike-shares in Victoria (BC), Westmount (PQ), Seattle, and numerous cities in China.

These schemes provide greater flexibility by eliminating the need for permanent docking stations, and provide more convenience for users in locating and dropping off bicycles. Because of the lack of docking infrastructure required, these schemes have the advantage of reduced capital costs, and thus tend to be inexpensive to implement and operate. As such, government subsidies have not been required, and these schemes are typically owned and operated privately.

The disadvantages of dockless systems include operation and maintenance, both for system operators who must locate and rebalance bicycles to meet demand, and cities who may have to manage the clutter of the public realm with abandoned bicycles. The latter has occurred where unregulated competition for market share has resulted in the flooding of the public realm with

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 5

more bicycles than demand. Further, vandalized bicycles, often stripped of their GPS capacity, are difficult for operators to track down. The potential lack of visibility that established stations provide is also a major disadvantage of docked systems.

**FIGURE 2: Dockless Bike-Share with Marked Stations in Westmount, Quebec**



### 3.1.3 Operating Structures and Business Models

There are three general operating structures typically found with bike-sharing systems:

- **Publicly Owned and Operated:** In this model, a public entity owns and operates the bike-share system. The procurement of the system is typically through capital budgets, and operating budgets primarily rely on revenues from user memberships and rental fees, but may be supplemented by subsidies or grants from the public owner. Examples of this model include Montréal (PQ), and London (UK).
- **Publicly Owned and Privately Operated:** This is the most prevalent operating model, in which a public entity provides support for a bike-share system that can be owned (fully or partially) by a public agency, and operated by a business or not-for-profit organization. The details of this model are diverse with many variations in how the system is implemented, operated, funded or sponsored in any given city. Funding examples include:
  - Publicly funded, such as in Washington (DC);
  - Privately funded through corporate sponsorship or concession, as in New York (NY); or
  - Combination where funding is from both public and private sources, as in Cleveland (OH).



To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 6

A common model entails the public agency providing the initial capital costs for the system, with a private operator relying on revenues from user fees to fund day-to-day operations.

- **Privately Owned and Operated:** In this model, the bike-share system is owned and operated by a third-party organization with no financial support from government. Programs under this model can be operated by not-for-profit entities or private enterprise, the latter of which is the fastest-growing segment<sup>1</sup> of the bike-sharing industry. Examples of this model include Victoria (BC), Hamilton (ON), and two companies operating in Seattle (WA). Globally, this model of bike-share is supported by private venture capital funding.

### 3.2 Bike-Sharing in Metro Vancouver

The desire for a regional bike-sharing system was identified in TransLink’s Regional Cycling Strategy for Metro Vancouver (2011). The establishment of a regional system would “offer ‘first and last mile’ connections to transit, solve the issue of peak hour bicycle restrictions on SkyTrain, and provide opportunities to make short trips by bicycle as an alternative to taking transit.”<sup>2</sup>

The City of Vancouver, in support of its objectives of making cycling a viable sustainable transportation option, launched its public bike share system, “Mobi by Shaw Go”, in 2016. A docked system, Mobi operates 175 stations focused on a catchment area between Arbutus Street and Victoria Drive, from 16<sup>th</sup> Avenue to the False Creek shoreline including the Downtown peninsula. The system operates with over 1,500 bicycles, and is working to expand across Vancouver and other parts of Metro Vancouver.

Within the last year, several jurisdictions in the province have either piloted or are about to embark on processes to implement bike-sharing systems. In Metro Vancouver, the University of British Columbia and the Cities of Richmond and Port Coquitlam are undertaking 12- to 18-month pilots of bike-share systems beginning in 2018. Each is aimed at securing one or more providers to operate a public bike-share system at no cost to the city or university.

### 4.0 BIKE-SHARING IN BURNABY

Metro Vancouver municipalities, including Burnaby, have been approached by representatives of several operators of dockless and docked bike-sharing systems, expressing an interest in launching operations here. Bike-sharing offers numerous benefits and challenges to local governments. In Burnaby they include the following:

<sup>1</sup> In 2017, in the USA, the number of bike-share bicycles more than doubled to approx. 100,000. The majority of this increase (77%) came from private dockless companies. (NACTO Bikeshare Statistics, 2017)

<sup>2</sup> TransLink. *Regional Cycling Strategy Implementation Plan* (June 2013)

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 7

- **Advancing strategic and policy objectives:** Bike-sharing as a concept provides an opportunity for the City to advance policy objectives including the adopted Vision, Themes and Goals of the *Burnaby Transportation Plan*. Indeed, bike-share systems work best when they are part of a city’s overall transportation vision and network.
- **Supporting economic, social and environmental sustainability goals:** Access (whether physical, digital or financial) to shared mobility services such as bike-share, is an important public service that supports local economic development, access and affordability for peoples of all ages, incomes and abilities, and options for zero-emission mobility.
- **Supporting healthy transportation and modal choice:** Within the overall spectrum of urban mobility, bike-share has a role to play by providing cycling options that support active transportation and offer a convenient, comfortable, flexible, and affordable alternative way to get around within the City.
- **Supporting transportation affordability:** Bike-sharing is one element in addressing the affordability question by providing a convenient, cost effective, environmentally friendly mobility option, which fills the gap in short-distance mobility.
- **Solving public transit’s ‘Last Mile’ problem:** The attractiveness of transit is sometimes dampened by the problem of its inability to deliver travelers all the way from their point of origin to their destination. This “last-mile” problem is thought to deter transit use among riders with auto access, even when high-quality transit service is provided for the majority of the trip distance. While this problem can also be addressed by walking, taxi, or ride-hailing, cycling can help connect users to high-quality transit such as SkyTrain. Bike-sharing can facilitate this connection by making it easier to make one-way, shorter-duration trips such as between home and a SkyTrain station.
- **Provides data on travel patterns to facilitate transportation planning and decision making:** As a technology-driven solution, bike-sharing can provide data (via GPS trackers installed on the bicycles) to inform transportation planning priorities based on usage patterns.

#### 4.1 Considerations for Implementing a Bike-share System

The rapid deployment and expansion of bike-sharing systems globally points to the attractiveness and adaptability of such systems to different situations within the urban mobility spectrum. However, challenges have also arisen. It is therefore important to approach any such implementation thoughtfully, with an eye to lessons learned in other jurisdictions. Considerations for implementing a system include:

- **Competing demands for use of public space:** Bike-sharing is one of numerous commercial enterprises seeking to operate on the City’s streets and sidewalks within the road allowance. As a finite and scarce resource, road allowances need to be managed to

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 8

maximize the efficient use of space and mobility both on and off-street including for public uses. Existing operators (i.e., transit, taxis and car-share operators) and potential future operators (such as ride-hailing enterprises, curbside electric vehicle charging stations, advertising kiosks etc.) are all competing for space within the same road allowance. This is further exacerbated in commercial areas, where these demands may be at the expense of high-demand public parking spaces. Off-street boulevard and sidewalk space is also in high demand with space for walking in competition with numerous existing uses such as garbage bins, bus shelters and benches, bike racks, newspaper boxes, sandwich board signs, etc. This points to the need for broader policy direction on how the City wishes to manage access to public space for commercial use.

- **Orderly operations:** For bike-share to be seen as an important public benefit, it has to be provided in an orderly, regulated and attractive manner, with appropriate licensing, operational and performance requirements, and active management and enforcement.
  - **Over-supply:** One of the significant problems that has emerged in some cities, with the proliferation of dockless bike-sharing, is the over-supply of bicycles in an unregulated manner in a drive to achieve operating scale and market share. Operators have flooded the public space, resulting in supply far exceeding demand; the result has sometimes been chaos in the public realm, in part due to the random and haphazard way in which bicycles can be left in dockless systems.
  - **Street clutter and sidewalk obstruction:** Other operational concerns noted for some dockless systems include problems arising from bicycles left by users in an unregulated manner such as obstructing access to sidewalks, damaging landscaping etc. and a proliferation of abandoned and damaged bikes in public spaces, illustrated in *Figure 3*.

**FIGURE 3: Bike-Share Clutter (Seattle, WA and Beijing, China)**



To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 9

- **Safety and Helmet Law:** The provision of helmets and compliance with the BC *Motor Vehicle Act* (mandatory helmet usage) require mitigation to reduce risk and liability. Additionally, questions of helmet hygiene, fit, and safety need to be addressed if helmets are shared. For example, if a rider was injured while wearing a helmet supplied by the bike-share, but the helmet had been previously damaged (whereby the damage was not evident except by testing), there is a potential liability to be borne by the bike-share owner and/or operator, whether a private provider or the City.
- **Rapid change in the industry:** Innovation is accelerating the pace of change within the bike-sharing industry. The pace of emerging trends (including dockless bikes, electric bikes, electric scooters, etc.) and the accommodation of these technologies poses a challenge for cities. This has led to a variety of responses ranging from outright bans of dockless systems (Amsterdam, Netherlands) to permitting enterprises to operate without regulation (Beijing, China). This is partly due to the pace of change, but also to the requirement for the development of regulations to facilitate or manage some of these trends. For example, the City of Seattle notes that a key success factor to its roll-out of its latest bike-share program was the development of regulations prior to implementation of the bike-share, mitigating against many of the issues seen globally. Seattle developed a permitting process that included existing and new regulations, and operational requirements with appropriate oversight. However, this requires time and resources for local governments to advance strategic policy development, to facilitate the successful launching and operation of bike-sharing systems in their communities.
- **Interoperability across municipal boundaries:** In a region with multiple jurisdictions, one challenge is the need for a bike-share system to be able to operate across municipal boundaries, for several reasons: as a critical facilitator of the “last mile” connection to high-quality transit service; to enable longer trips to destinations of interest in other jurisdictions; and to provide residents the same mobility irrespective of residential location (whether near a municipal boundary or in the centre of the city). A single regional operator could facilitate these trips, however a scenario with multiple operators may result in discarded bicycles in jurisdictions where an operator has no operating license. This could place the burden for removal of “abandoned bicycles” on local jurisdictions.
- **Lack of access:** While bike-sharing has been touted as one element in addressing the affordability of transportation, the issue of social equity has been raised in communities where bike-sharing currently operates. Cost, lack of payment options, lack of access to smart phones, bank and credit card accounts are all potential barriers, that disproportionately affect those who are already disenfranchised and part of under-served communities.
- **Long-term financial sustainability:** Long-term financial, scalability and viability considerations are different for the docked vs dockless systems. Docked systems were primarily publically funded, and their business models were thus typically subject to public review. The financial viability of private dockless systems, which are primarily

To: Planning and Development Committee  
 From: Director Planning and Building  
 Re: Bike-Sharing in Burnaby  
 2019 February 20..... Page 10

venture capital funded, is less certain. First, as this segment of the bike-sharing industry is relatively new, there are no long-standing examples of financial viability<sup>3</sup>. Second, it's unclear how stable or sustainable the model for revenue generation (primarily from a combination of user deposits, usage fees, in-app advertising, and possibly from the sale of user data) is without continued venture capital investment. Some reports indicate that, after more than two years in operation, the top two dockless systems in the world, China's Ofo and Mobike, remain unprofitable and are scaling back operations. The third-largest bike-sharing company, Bluegogo, went bankrupt in late 2017 resulting in thousands of discarded bicycles.

- **Impact to City operations:** Globally, the impact of “rogue bike-shares” on city resources has been significant as city staff work to deal with abandoned bicycles in the public realm, clear sidewalks of clutter and undertake enforcement action. This has led some to argue that “ *a sustainable, equitable use of public resources, be those direct, or indirect should be applied, taking into consideration all costs of any bike sharing system, and not socialising private costs while maximising private profits.*”<sup>4</sup> The cost of private bike-share operations should not be borne in any part by the City, but paid entirely by operators.
- **Regulatory consideration:** The City's current business licensing program requires compliance with applicable city bylaws. Current provisions within the City's *Street and Traffic Bylaw* prohibit the obstruction or encumbrance of public spaces, such as streets and sidewalks, without Council approval. Updating of the regulatory framework would be required to permit the operation of bike-sharing within the road allowance.
- **Data and Privacy:** The security and privacy of users' data is a major concern, given the value of the data, especially when linked to other consumer information such as credit card data, rider habits, addresses etc. The business model of bike-sharing is built on data-sharing platforms which operate by collecting data via apps, which can be a valuable commodity for private companies either for their own purposes, or to sell to third parties. Finding the balance between privacy, security and utility is a difficult proposition, especially for those service providers that are (or are subsidiaries of) off-shore enterprises.
- **Integration with other mobility services and payment systems:** New technologies and service innovations are providing more convenience and transportation options for users. However, with each new option, the opportunity arises for the integration into a common platform to enable users to plan and make the most convenient and financially transparent journey possible, without the need for multiple accounts for each service provider.

<sup>3</sup> The first dockless platform was founded in 2014, as a voluntary bike share scheme on the campus of Peking University (Beijing, China). Ofo, as it came to be known, has now evolved into a private for-profit entity.

<sup>4</sup> Platform for European Bicycle Sharing & Systems. *Unlicensed Dockless Bike Sharing – Common Position Paper, 2017, pp.3.*

To: Planning and Development Committee  
From: Director Planning and Building  
Re: Bike-Sharing in Burnaby  
2019 February 20..... Page 11

Compatibility with integrated / cross-platform payment systems such as TransLink’s Compass Card is an important consideration.

**5.0 NEXT STEPS**

The demand for access to the public realm for private use is a growing issue for the City. As such, staff propose the following approach with considerations to advance city policy to promote alternative modes and modal choice through a bike-share pilot project.

**5.1 Proposed Approach**

While bike-sharing shows promise in realizing benefits to residents and visitors of the City, there is currently no policy framework in place to enable and facilitate the operations of a publicly- or privately-financed bike-share system. A new policy framework for bike share should be considered within the context of a larger public realm approach to enable the operation of one or more provider(s) through Operating Agreements. These agreements would be structured to include requirements that respond to the full range of risks and considerations identified previously in this report, and would be supported by a fee structure to recover associated administrative and operational costs.

It is proposed that this approach be advanced in two steps: a) Request for Qualification (RFQ) from bike-sharing proponents; and b) a Request for Proposals (RFP) to pilot a bike-sharing program.

The RFQ is intended to identify industry interest from qualified proponents in a competitive bid process for a pilot bike-share. As numerous operators have expressed an interest in operating a bike-share system in Burnaby, an RFQ process would provide the fairest and most transparent approach in identifying potential qualified operators. Further, given the infancy of the industry within the Lower Mainland, and the concerns and issues raised in earlier sections of this report, an RFQ process would facilitate the screening of qualified and eligible proponents capable of delivering a pilot. Ascertaining qualifications through this initial process would streamline the delivery of a bike-share pilot by providing input towards the design of the RFP focusing on issues of highest concern to the City. The RFQ process would also provide the City with the option to delay or suspend the pilot if it was found that there are insufficient proponents with the capacity, ability or skill to satisfactorily implement the pilot.

Qualified proponents identified through the RFQ process would then be invited to respond to a RFP for a privately financed bike-share system. As the industry has matured over time globally, the need for local governments to provide financial support and incentives to facilitate the service has shifted towards a focus on regulation. The invited proponents would provide detailed proposals for the pilot based on the terms outlined in this report. Staff would recommend the issuance of a single permit for the pilot to enhance the potential for a successful bike-share by minimizing the dilution of potential market uptake across multiple providers, and to minimize the potential impact on staff and resources. The pilot would be limited to the operation of

To: Planning and Development Committee  
From: Director Planning and Building  
Re: Bike-Sharing in Burnaby  
2019 February 20..... Page 12

bicycles, as provincial legislation related to the lawful operation of electric bikes, skateboards, scooters and other motorized personal devices has not been introduced.

At the conclusion of the RFP process, the selection of a proponent would be advanced through a report to the Planning and Development Committee with a recommendation to Council.

Experience in other jurisdictions indicates that dedicated staffing resources are a necessary consideration for the success of bike-sharing. Accommodation of a pilot program at no cost to the City is recommended. Any additional temporary resources that may be required to manage the program would be funded by the proponent. The outcome of the pilot will inform the development of a new policy framework to comprehensively manage and protect the public realm within the public right of way.

**5.2 Why a Pilot?**

The opportunity to assess a bike-share system through a pilot test is attractive as it:

- Provides the city with an **opportunity to assess** a bike share system and learn more without significant risks;
- Provides information and **data to inform** the development of a public realm management policy framework; and
- Offers an **advantageous testing ground** for current or new shared active transportation modes and technologies, by providing a more definite demonstration of the types of system and operational performances that can be obtained through these arrangements, and by providing useful information on how these can best serve in achieving city goals and objectives.

At the end of the pilot period, if the City determines that bike-sharing does not deliver value to its citizens and its transportation network, it can opt to discontinue public bike-sharing services in Burnaby. Alternatively, the City may opt to continue the pilot, open up permitting to multiple operators or issue a second RFP for a single vendor to provide bike-sharing services on an on-going basis.

**5.3 Bike Share Pilot Framework**

The pilot program would be designed to assist the city in determining the most effective approach for introducing bike-sharing and other shared active transportation to Burnaby while ensuring public safety. Staff recommend the initiation of a 18-month pilot that conforms with industry guidelines<sup>5</sup> for the regulation and management of shared active transportation including bike-shares. The piloting would include:

---

<sup>5</sup> NACTO Policy 2018: *Guidelines for the Regulation and Management of Shared Active Transportation, Version 1: July 2018* and NABSA *Dockless Bikeshare Regulation Preliminary Guidance, Version 1, January 2018*.

To: Planning and Development Committee  
From: Director Planning and Building  
Re: Bike-Sharing in Burnaby  
2019 February 20..... Page 13

- An open procurement process for interested bike-share providers of docked or dockless technology, with a single operating license awarded;
- Preference may be given to industry-accredited operators and those with a regional presence in Metro Vancouver in consideration of regional connectivity;
- Data sharing requirements for the provision of accurate, complete and timely data about how services are used and, in an anonymized manner, who is riding;
- Provision of bicycles and equipment that is safe for public use and developed for the shared-use context;
- A permit and fee structure that covers all the City’s administrative costs to regulate and manage the pilot program; and
- Any other permit conditions to be imposed on bike-share operators to ensure that the safety and convenience of roadway and sidewalk users is not unduly impacted.

The approach proposes a 12 month license agreement, with a month to month extension for the remainder of the pilot, rather than formal regulation to facilitate the operation of the approved bike-share. The City would work with the successful proponent to establish:

- service area coverage focusing on areas of highest bike-share potential;
- fleet size minimums and maximums;
- operational requirements and performance expectations for managing the service;
- parking requirements including placement and locking options; and
- community engagement requirements.

At the end of the 12 month license agreement, staff would review the data and outcomes of the program, consider feed-back received, and use the experience to inform bylaw and policy updates including the development of a public realm policy framework for access to the public right of way for commercial use. Concurrently, staff would report back to Committee and Council with a recommendation on whether to continue the program, thus providing a six-month transition period to any finalized service model.

**6.0 CONCLUSION**

Bike-sharing is well aligned with many of the City’s strategic plans and policy directions. It supports the goals of a transportation system for Burnaby citizens that is accessible, healthy, prosperous, safe, green, and connected, and contributes to a viable transportation alternative that is affordable. However, it must be approached thoughtfully so as to mitigate the challenges that have been experienced in other jurisdictions and maximize the public utility of having such a



To: Planning and Development Committee  
From: Director Planning and Building  
Re: Bike-Sharing in Burnaby  
2019 February 20.....Page 14

system. A pilot program provides a flexible, exploratory approach that reduces risk and informs the development of policy.

It is recommended that Council direct staff to advance a Request for Qualification and, if applicable, a Request for Proposal to pilot a bike-sharing program, and use the findings from that process to develop a policy framework for managing the use of the public realm by the private sector.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LL/DL:sa/sla

- cc: City Manager
- Director Corporate Services
- Director Public Safety and Community Services
- Director Engineering
- Director Finance
- Director Parks, Recreation and Cultural Services
- City Clerk

R:\Long Range Clerical\DOCS\LL\Committee Reports\2019\Bike-Sharing in Burnaby (2019.02.28).docx



**PUBLIC SAFETY COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: BRENTLAWN DRIVE TRAFFIC CONGESTION**

**RECOMMENDATION:**

1. **THAT** Council authorize staff to install a no parking zone in front of 4632 and 4636 Brentlawn Drive, Burnaby, BC.

**REPORT**

The Public Safety Committee, at its Open meeting held on 2019 January 16, passed the following motion:

**THAT** staff install a no parking zone in front of 4632 and 4636 Brentlawn Drive.

The recommendation is being brought forward to the Open Council meeting for consideration.

Respectfully submitted,

Councillor D. Johnston  
Chair

Councillor J. Wang  
Vice Chair

Copied to:	City Manager Director Engineering Director Public Safety and Community Services
------------	---



**MANAGER'S REPORT**  
**March 11, 2019**

*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 UBCM MEMBERSHIP DUES**

**PURPOSE:** To seek Council approval for payment of Union of BC Municipalities 2019 Membership Dues.

**02      REVIEW OF COUNCIL INDEMNITIES RELATING TO THE ELIMINATION OF THE NON-ACCOUNTABLE ALLOWANCE (ON TABLE)**

**03      BUILDING PERMIT TABULATION REPORT NO. 1 AND 2 FROM 2019 JANUARY 01 – 2019 JANUARY 31 AND FROM 2019 FEBRUARY 01 – 2019 FEBRUARY 28**

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

**04      CONTRACT AWARD CA-3081 SPERLING AVENUE STAIRWAY PROJECT**

**PURPOSE:** To obtain Council approval to award a contract for the Sperling Avenue Stairway Project.

**Item**

**05            CONTRACT AWARD CA-3091  
PAVING AND TRAILS AT ROYAL OAK AVE., WILLINGDON AVE. AND  
PENZANCE DRIVE**

**PURPOSE:** To obtain Council approval to award a contract for Road and Trail Rehabilitation at Royal Oak Ave., Willingdon Ave. and Penzance Drive.

**06            CONTRACT INCREASE CA-3154  
PARKS FACILITIES PAVEMENT REHABILITATION PROGRAM –  
OPTIONAL WORK**

**PURPOSE:** To obtain Council approval to award a contract increase for optional work for the Parks Facilities Pavement Rehabilitation Program.

**07            LIQUOR LICENCE APPLICATION #18-03  
ROYAL CANADIAN LEGION BRANCH #148  
4354 HASTINGS STREET (SEE ATTACHED SKETCH #1)**

**PURPOSE:** To provide Council with a recommendation regarding the subject liquor primary licence application.

**08            SITING APPROVAL (BUILDING PERMIT #18-01118)  
4125 NORFOLK STREET  
PROPOSED TWO-FAMILY DWELLING UNDER EXISTING ZONING  
BROADVIEW COMMUNITY PLAN**

**PURPOSE:** To inform Council of a request to construct a new two-family dwelling under existing zoning in the Broadview Community Plan.

**09            COMMUNITY BENEFIT BONUS HOUSING FUNDS  
FAIR HAVEN HOMES SOCIETY – 4341 RUMBLE STREET  
REZONING REFERENCE #15-53**

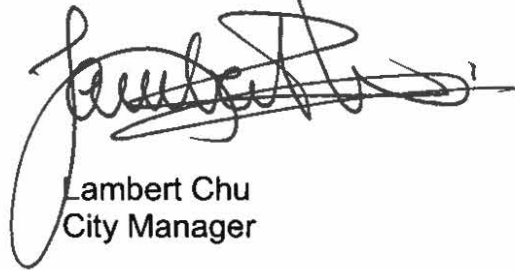
**PURPOSE:** To advise of the use of Community Benefit Bonus Housing Funds to offset the City application / permit fees and required servicing costs for the Fair Haven seniors' non-market rental development.

**Item**

**10        PROPOSED ZONING BYLAW TEXT AMENDMENT –  
              TEMPORARY SHELTERS**

**PURPOSE:** To propose a text amendment to the Burnaby Zoning Bylaw to accommodate temporary shelters in various Zoning Districts throughout the City.

Yours respectfully,

A handwritten signature in black ink, appearing to read 'Lambert Chu', with a large, sweeping flourish underneath.

Lambert Chu  
City Manager



Item .....
Meeting.....2019 March 11

**COUNCIL REPORT**

**TO:** CITY MANAGER **DATE:** 2019 March 4

**FROM:** CITY CLERK

**SUBJECT:** 2019 UBCM MEMBERSHIP DUES

**PURPOSE:** To seek Council approval for payment of Union of BC Municipalities 2019 Membership Dues.

**RECOMMENDATION:**

1. **THAT** Council approve payment of the invoice from the Union of BC Municipalities for the 2019 membership dues in the amount of \$ 28,871.26 (including GST of \$1,374.82).

**REPORT**

The City of Burnaby is an active member in the UBCM, and the 2019 membership dues are now payable.

The UBCM membership dues have been calculated using population estimates (2018 December release) provided by BC STATS, the central statistical agency of the Province of British Columbia.

The required funding has been provided in the 2019 operating budget.

A handwritten signature in black ink, appearing to be "Kate O'Connell".

Kate O'Connell  
CITY CLERK

Attachments

Copied to: Director Corporate Services  
Director of Finance



**MEMO**  
January 31, 2019

**TO:** Local Government Chief Financial Officers  
**FROM:** Kathleen Spalek, Chief Financial Officer, UBCM  
**RE:** **2019 UBCM MEMBERSHIP DUES**

---

UBCM President Arjun Singh has written to all local councils and regional boards requesting them to consider renewing their membership for 2019 (enclosed).

UBCM membership dues are based on Executive Policies 2.1–2.3. Rates for 2019 are:

<u>Population</u>	<u>Rate</u>
First 5,000	0.6955
Next 10,000	0.5051
Next 15,000	0.3178
Balance	0.0650

Membership dues are calculated on your population, and the population estimates used are those prepared by BC STATS, Ministry of Jobs, Trade & Technology, Province of BC (December 2018).

We also enclose for your attention our 2019 dues invoice. Should you wish to make electronic payment, please contact our office for direct deposit information ([hbains@ubcm.ca](mailto:hbains@ubcm.ca)).

Please feel free to call me if you have any questions.

Encls.



**UNION OF B.C. MUNICIPALITIES**  
 Suite 60 – 10551 Shellbridge Way  
 Richmond, British Columbia  
 Canada, V6X 2W9  
 Phone: (604) 270-8226 E-mail: ubcm@ubcm.ca

# INVOICE

**TO:** City of Burnaby  
 4949 Canada Way  
 Burnaby, BC V5G 1M2

**Invoice Date:** Jan 31, 2019  
**Invoice No:** D-4733  
**Due:** upon receipt  
**Reference:** 2019 UBCM Annual Dues

DESCRIPTION	AMOUNT
<p><b>Population:</b> <span style="border: 1px solid black; padding: 2px 10px;">248,476</span></p> <p><i>Your UBCM dues have been calculated using population estimates (Dec 2018 release) provided by BC STATS, the central statistical agency of the Province of British Columbia.</i></p>	
<p><b>Annual Dues:</b></p> <p>First 5,000 population at 0.6955 \$3,477.50</p> <p>Next 10,000 at 0.5051 \$5,051.00</p> <p>Next 15,000 at 0.3178 \$4,767.00</p> <p>Balance at 0.0650 \$14,200.94</p>	
<p><b>Subtotal:</b></p> <p>5% GST: (10815 0541)</p>	<p>\$27,496.44</p> <p>\$1,374.82</p>
<p><b>Total:</b></p>	<p><b>\$28,871.26</b></p>



**UNION OF B.C. MUNICIPALITIES**  
 Suite 60 – 10551 Shellbridge Way, Richmond, B.C. V6X 2W9

## REMITTANCE PORTION

City of Burnaby  
 2019 Annual UBCM Dues

Date: Jan 31, 2019  
 Invoice # D-4733

TOTAL DUE: \$28,871.26

AMOUNT ENCLOSED:

*Please return this portion of invoice with payment. Please do not combine payment of this invoice with any other billing you may receive from UBCM. Thank you.*





Item.....
Meeting.....2019 Mar 11

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2019 March 07

**FROM:** DIRECTOR FINANCE **FILE:** 2400-00  
*Reference: Council Indemnity*

**SUBJECT: REVIEW OF COUNCIL INDEMNITIES RELATING TO THE ELIMINATION OF THE NON-ACCOUNTABLE ALLOWANCE**

**PURPOSE:** To provide Council with information on the Council Indemnity Advisory Committee.

**RECOMMENDATION:**

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

**REPORT**

During the past twenty years, Council on several occasions has appointed a Council Indemnity Advisory Committee. The Committee's mandate has been to review and report on Council indemnities and related benefits in light of current economic conditions and indemnity levels of other local governments.

The following members will comprise the 2019 Council Indemnity Advisory Committee:

<b>Ms. Sandi De Domenico</b>	Simon Fraser University
<b>Mr. David Switzer</b>	2011 Council Indemnity Advisory Committee Member
<b>Mr. Ed Jaskula</b>	2011 Council Indemnity Advisory Committee Member

This Committee's mandate will focus on Council indemnity levels, specifically with regards to the Federal Budget decision to eliminate the current income tax exemption for the non-accountable expense allowances affecting elected officials remuneration starting in 2019. The objective of this Committee is to make recommendations on this review and report to Council. The Committee is authorized to contract for outside professional expertise as required in the course of their review.

Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

Copied to: Director Corporate Services



Item .....
Meeting ..... 2019 March 11

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2019 March 04

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

**SUBJECT: BUILDING PERMIT TABULATION REPORT NO. 1 AND 2  
FROM 2019 JANUARY 01 – 2019 JANUARY 31 AND  
FROM 2019 FEBRUARY 01 – 2019 FEBRUARY 28**

**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** these reports be received for information purposes.

**REPORT**

*Attached* are Report No. 1 and 2 of the Building Permit Tabulation for the period **FROM 2019 January 01 TO 2019 January 31** and **FROM 2019 February 01 TO 2019 February 28**.

This is for the information of Council.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

 PS  
*Attachment*

cc: Director Finance



Report #	1
From	2019 January 01
To	2019 January 31

Building Permit Tabulation Report

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	20	\$6,876,000	9.66%	9	\$6,600,000	9.27%	11	\$276,000	0.39%
two family	9	\$5,289,520	7.43%	9	\$5,289,520	7.43%	0	\$0	0.00%
multi family	11	\$38,389,000	53.92%	4	\$38,226,000	53.69%	7	\$163,000	0.23%
commercial	41	\$8,043,946	11.30%	1	\$872,333	1.23%	40	\$7,171,613	10.07%
industrial	13	\$12,592,785	17.69%	1	\$11,970,588	16.81%	12	\$622,197	0.87%
public	0	\$0	0.00%	0	\$0	0.00%	0	\$0	0.00%
<b>Period Total</b>	<b>94</b>	<b>\$71,191,251</b>	<b>100%</b>	<b>24</b>	<b>\$62,958,441</b>	<b>88.44%</b>	<b>70</b>	<b>\$8,232,810</b>	<b>11.56%</b>

Year to Date	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	20	\$6,876,000	9.66%	9	\$6,600,000	9.27%	11	\$276,000	0.39%
two family	9	\$5,289,520	7.43%	9	\$5,289,520	7.43%	0	\$0	0.00%
multi family	11	\$38,389,000	53.92%	4	\$38,226,000	53.69%	7	\$163,000	0.23%
commercial	41	\$8,043,946	11.30%	1	\$872,333	1.23%	40	\$7,171,613	10.07%
industrial	13	\$12,592,785	17.69%	1	\$11,970,588	16.81%	12	\$622,197	0.87%
public	0	\$0	0.00%	0	\$0	0.00%	0	\$0	0.00%
<b>Period Total</b>	<b>94</b>	<b>\$71,191,251</b>	<b>100%</b>	<b>24</b>	<b>\$62,958,441</b>	<b>88.44%</b>	<b>70</b>	<b>\$8,232,810</b>	<b>11.56%</b>

Previous Construction Totals (Year to Date)		
	No. of Permits	Value
2018	142	\$38,017,792
2017	147	\$79,169,634
2016	150	\$30,479,141

Previous Construction Totals (Year End)		
	No. of Permits	Value
2018	1520	\$1,693,103,769
2017	1649	\$1,051,685,049
2016	1799	\$819,492,990
2015	1774	\$879,352,602
2014	1737	\$698,524,017

Other Permits		
	This period	YTD
Electrical	229	229
Plumbing	117	117
Gas	120	120
Heating	29	29
Sprinkler	20	20
<b>Total</b>	<b>515</b>	<b>515</b>

New Dwelling Units		
	This period	YTD
SFD	9	9
Duplex	18	18
Coop 1-4 storey	0	0
Coop 4+ storey	0	0
Rental 1-4 storey	0	0
Rental 4+ storey	0	0
Strata 1-4 storey	0	0
Strata 4+ storey	175	175
<b>Total</b>	<b>202</b>	<b>202</b>

Chief Building Inspector:

*Pat Shuk*

Date: March 04, 2019



Report #	2
From	2019 February 01
To	2019 February 28

Building Permit Tabulation Report

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	16	\$6,837,700	12.29%	10	\$6,555,400	11.78%	6	\$282,300	0.51%
two family	1	\$595,180	1.07%	1	\$595,180	1.07%	0	\$0	0.00%
multi family	10	\$36,978,837	66.44%	3	\$36,558,500	65.68%	7	\$420,337	0.76%
commercial	37	\$4,281,675	7.69%	1	\$10,000	0.02%	36	\$4,271,675	7.67%
industrial	7	\$6,964,950	12.51%	0	\$0	0.00%	7	\$6,964,950	12.51%
public	0	\$0	0.00%	0	\$0	0.00%	0	\$0	0.00%
<b>Period Total</b>	<b>71</b>	<b>\$55,658,342</b>	<b>100%</b>	<b>15</b>	<b>\$43,719,080</b>	<b>78.55%</b>	<b>56</b>	<b>\$11,939,262</b>	<b>21.45%</b>

Year to Date	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	36	\$13,713,700	10.81%	19	\$13,155,400	10.37%	17	\$558,300	0.44%
two family	10	\$5,884,700	4.64%	10	\$5,884,700	4.64%	0	\$0	0.00%
multi family	21	\$75,367,837	59.42%	7	\$74,784,500	58.96%	14	\$583,337	0.46%
commercial	78	\$12,325,621	9.72%	2	\$882,333	0.70%	76	\$11,443,288	9.02%
industrial	20	\$19,557,735	15.42%	1	\$11,970,588	9.44%	19	\$7,587,147	5.98%
public	0	\$0	0.00%	0	\$0	0.00%	0	\$0	0.00%
<b>Period Total</b>	<b>165</b>	<b>\$126,849,593</b>	<b>100%</b>	<b>39</b>	<b>\$106,677,521</b>	<b>84.10%</b>	<b>126</b>	<b>\$20,172,072</b>	<b>15.90%</b>

Previous Construction Totals (Year to Date)		
	No. of Permits	Value
2018	252	\$66,915,038
2017	290	\$134,060,251
2016	277	\$57,361,046

Previous Construction Totals (Year End)		
	No. of Permits	Value
2018	1520	\$1,693,103,769
2017	1649	\$1,051,685,049
2016	1799	\$819,492,990
2015	1774	\$879,352,602
2014	1737	\$698,524,017

Other Permits		
	This period	YTD
Electrical	215	444
Plumbing	66	183
Gas	144	264
Heating	17	46
Sprinkler	14	34
<b>Total</b>	<b>456</b>	<b>971</b>

New Dwelling Units		
	This period	YTD
SFD	10	19
Duplex	2	20
Coop 1-4 storey	0	0
Coop 4+ storey	0	0
Rental 1-4 storey	0	0
Rental 4+ storey	0	0
Strata 1-4 storey	42	42
Strata 4+ storey	140	315
<b>Total</b>	<b>194</b>	<b>396</b>

Chief Building Inspector:

*Pat Shuk*

Date: March 04, 2019



Item .....
Meeting ..... 2019 Mar 11

## COUNCIL REPORT

---

**TO:** CITY MANAGER **DATE:** 2019 March 06

**FROM:** DIRECTOR FINANCE **FILE:** 5820-20  
*Reference: Tender 4-01/19*

**SUBJECT: CONTRACT AWARD CA-3081**  
**SPERLING AVENUE STAIRWAY PROJECT**

**PURPOSE:** To obtain Council approval to award a contract for the Sperling Avenue Stairway Project.

---

**RECOMMENDATION:**

- 1. THAT** Council approve a contract award to Wilco Civil Inc. for an estimated total cost of \$1,037,090.25 including GST in the amount of \$49,385.25 as outlined in this report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

**REPORT**

Four tenders ranging from \$1,037,090.25 to \$1,256,178.00 were received by the closing time on 2019 January 30. The scope of this project includes the replacement of the Sperling Avenue staircase including lighting and landscaping between Deer Lake Drive and Eagle Drive.

The lowest tenderer, Wilco Civil Inc., has completed previous projects under contract to the satisfaction of the City. Review by City staff and our consultant indicates the contractor has the necessary equipment and personnel to successfully complete the work required under this contract. The Director Engineering concurs with the above recommendation.

Funding will be provided for this capital work within the 2019 – 2023 Provisional Financial Plan under the following WBS element: EMC.3081 (\$987,700).

Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK:GC:SC/ew

Copied to: Director Engineering  
City Solicitor



Item .....
Meeting ..... 2019 Mar 11

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2019 March 06

**FROM:** DIRECTOR FINANCE **FILE:** 5820-20  
*Reference: Tender 11-01/19*

**SUBJECT: CONTRACT AWARD CA-3091  
PAVING AND TRAILS AT ROYAL OAK AVE., WILLINGDON AVE.  
AND PENZANCE DRIVE**

**PURPOSE:** To obtain Council approval to award a contract for Road and Trail Rehabilitation at Royal Oak Ave., Willingdon Ave. and Penzance Drive

**RECOMMENDATION:**

- 1. THAT** Council approve a contract award to Mainland Construction Materials ULC doing business as Winvan Paving Ltd. for an estimated total cost of \$3,545,793.52 including GST in the amount of \$168,847.31 as outlined in this report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

**REPORT**

Five tenders ranging from \$3,545,793.52 to \$5,328,477.00 were received by the closing time on 2019 February 13. The scope of this project includes asphalt paving of major roads, accessibility improvements to concrete sidewalk, construction of multi-use trail and watermain in multiple locations.

The lowest tenderer, Mainland Construction Materials ULC doing business as Winvan Paving Ltd., has completed previous projects under contract to the satisfaction of the City. Review by City staff and our consultant indicates the contractor has the necessary equipment and personnel to successfully complete the work required under this contract. The Director Engineering concurs with the above recommendation.

Funding for this capital work will be included in the 2019 – 2023 Provisional Financial Plan under the following WBS elements: AEC.3091 (\$325,100), EMC.3091 (\$2,374,400) and EJA.3091 (\$677,600).

Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK:GC:SC/ts

Copied to: Director Engineering



Item .....
Meeting ..... 2019 Mar 11

## COUNCIL REPORT

---

**TO:** CITY MANAGER **DATE:** 2019 March 06

**FROM:** DIRECTOR FINANCE **FILE:** 5820-20  
*Reference: Tender #125-06/18*

**SUBJECT: CONTRACT INCREASE CA-3154  
PARKS FACILITIES PAVEMENT REHABILITATION PROGRAM –  
OPTIONAL WORK**

**PURPOSE:** To obtain Council approval to award a contract increase for optional work for the Parks Facilities Pavement Rehabilitation Program.

---

**RECOMMENDATION:**

- 1. THAT** Council approve a contract increase of \$704,907.95 including GST in the amount of \$33,567.05 to Jack Cewe Construction Ltd. as outlined in this report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

**REPORT**

On 2018 July 18, City Council awarded a contract to Jack Cewe Ltd., now operating as Jack Cewe Construction Ltd., for the Parks Facilities Pavement Rehabilitation Program for an estimated total of \$757,147.65 including GST in the amount of \$36,054.65.

This recommendation is for the Optional Work that was included in the original tender. The Optional Work has been negotiated with a revised price increase of approximately 10% due to increased material costs. The work includes a service road and east parking lot at the Horticulture Centre and a service road at Robert Burnaby Park Pool. This contract increase is requested for \$704,907.95 including GST in the amount of \$33,567.05. Total contract value will be \$1,462,055.60 including GST in the amount of \$69,621.70.

Engineering and Parks staff have reviewed the proposed change order and believe it appropriately addresses the City's needs at a fair cost while meeting the construction schedule.

To: City Manager  
From: Director Finance  
Re: CONTRACT INCREASE CA-3154: PARKS FACILITIES PAVEMENT REHABILITATION PROGRAM –  
OPTIONAL WORK

2019 March 11 ..... Page 2

The Director Engineering and Director Parks, Recreation and Cultural Services concur with this recommendation.

Funding for this capital work will be included in the 2019 – 2023 Provisional Financial Plan under the following WBS element: DPW.0372 (\$671,400).



Noreen Kassam, CPA, CGA  
DIRECTOR FINANCE

NK:GC:sc /ry

Copied to: Director Engineering  
Director Parks, Recreation and Cultural Services  
City Solicitor





Item .....  
Meeting ..... 2019 March 11

COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2019 March 06  
**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 46000 06  
*Reference: LLA#18-03*  
**SUBJECT: LIQUOR LICENCE APPLICATION #18-03  
ROYAL CANADIAN LEGION BRANCH #148  
4354 HASTINGS STREET (SEE ATTACHED SKETCH #1)**  
**PURPOSE:** To provide Council with a recommendation regarding the subject liquor primary licence application.

**RECOMMENDATIONS:**

- 1. **THAT** Council support the subject liquor primary licence application, as described in Section 4.0 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, Sandra Castagner, #104 – 1723 Frances Street, Vancouver, BC V5L 1Z5.

**REPORT**

**1.0 BACKGROUND INFORMATION**

- 1.1 This Department has received an application for a liquor primary licence at 4354 Hastings Street (Sketch #1 *attached*), specifically to transition a liquor primary club licence to a liquor primary licence.
- 1.2 Appearing elsewhere on tonight’s Council agenda for Final Adoption, is rezoning amendment bylaw #13897, for Rezoning Reference #12-11, to permit the proposed liquor licence establishment through the inclusion of the C8f District as a guideline.
- 1.3 The Liquor and Cannabis Regulation Branch (LCRB), as part of its assessment process for liquor licence applications, requests that local government provide comment on various applications, including for liquor primary club licences wishing to transition to liquor primary licences. If local government opts to provide comment, the LCRB requires that local government gather public input for the community in the vicinity of the proposed establishment.

To: City Manager  
 From: Director Planning and Building  
 Re: Liquor Licence Application #18-03  
 Royal Canadian Legion Branch #148 – Liquor Primary Licence  
 2019 March 06 ..... Page 2

- 1.4 On 2003 May 05, Council adopted recommendations for processing procedures and guidelines for liquor license applications. Based on the adopted guidelines, City comment is provided on applications seeking to establish a new liquor primary facility which requires rezoning and a public hearing. The Liquor Control and Licensing Branch (precursor to the LCRB) was advised of these adopted recommendations.

## 2.0 POLICY SECTION

The subject liquor licence application aligns with the following goals and sub-goals of the Corporate Strategic Plan:

### *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 Dynamic Community*

- Economic opportunity Forster an environment that attracts new and supports existing jobs, businesses and industries

To learn more about the City of Burnaby's Corporate Strategic Plan, please visit [www.burnaby.ca/CSP](http://www.burnaby.ca/CSP).

## 3.0 NEIGHBOURHOOD CONTEXT

The subject tenant space is proposed to be located on the ground floor of a five-storey mixed-use development, with commercial/retail at grade and residential uses above. The site of the proposed development was formerly occupied by the Royal Canadian Legion Branch #148, but is currently vacant. Commercial and mixed-use buildings are located to the west, north, and east of the subject site. Single-family homes are located to the south of the site across the lane.

## 4.0 SUBJECT APPLICATION

- 4.1 The proposed application is for a liquor primary establishment within an approximate 225.2 m<sup>2</sup> (2,424 sq. ft.) commercial retail unit on the ground floor of the development. Specifically, this Department has received an application to transition the Legion's current liquor primary club licence to a liquor primary licence. It is noted that the liquor primary club licence for the Legion – originally constructed circa 1955 with the ground level formerly used for the Legion's canteen (liquor licence establishment) and club and the second-storey used as an auditorium and for offices – permitted a total of 425 seats, whereas the re-established space will permit a total of 50 seats. The new licence would be for a general liquor primary licence open to the general public. It is also noted that the

To: City Manager  
 From: Director Planning and Building  
 Re: Liquor Licence Application #18-03  
 Royal Canadian Legion Branch #148 – Liquor Primary Licence  
 2019 March 06 ..... Page 3

current liquor primary club licence permits hours of liquor service from 10:00 a.m. to 12:00 a.m. Sunday to Thursday, and, 11:00 a.m. to 1 a.m. Friday and Saturday, whereas the re-established space has slightly shorter hours of liquor service, noted below. Details of the proposed liquor licence establishment include:

- a liquor primary licence on the ground floor;
- a seating capacity of 50 interior seats which front onto Hastings Street;
- a maximum person capacity of up to 65 persons (including patrons and staff); and,
- proposed hours of liquor service from 11:00 a.m. to 12:00 a.m. Sunday to Thursday, and, 11:00 a.m. to 1 a.m. Friday and Saturday.

4.2 In order to permit the proposed liquor licence establishment, the inclusion of the C8f District zoning designation is required. Rezoning Reference #12-11 was initiated to fulfil this requirement. Council consideration of the liquor licence application is intended to be concurrent with Final Adoption of Rezoning Reference #12-11, which appears elsewhere on tonight's agenda.

As indicated in the previous report to Council regarding Rezoning Reference #12-11, the proposed facility must also meet Council adopted guidelines for assessing the location of new liquor primary establishments. The following, as reported previously, is an assessment of the proposal's consistency with pertinent Council adopted guidelines:

- (a) *Observance of a sufficient distance from, or physical separation from:*
- *Existing liquor primary establishments;*
  - *Residential uses;*
  - *Schools;*
  - *Care facilities; and,*
  - *Other uses such as gaming facilities, cyber centres, amusement arcades and billiard halls.*

The proposed liquor licence establishment is located within 400 m (1,312.34 ft.) of a liquor primary establishment (the Old Admiral Pub). Given that the two establishments already coexisted without impacts to the community, the smaller size of the proposed liquor licence establishment, and the relative concentration of entertainment, restaurant, and liquor service uses within the Hastings Street Urban Village (Heights), staff do not anticipate any potential impacts with the establishment of the proposed liquor licence establishment in proximity to the existing pub.

To: City Manager  
 From: Director Planning and Building  
 Re: Liquor Licence Application #18-03  
 Royal Canadian Legion Branch #148 – Liquor Primary Licence  
 2019 March 06 ..... Page 4

The proposed liquor primary establishment would be located on the ground floor of a five-storey mixed-use development in a commercial context. It would also be adjacent to other multiple-family residential and mixed-use developments. Given the context of the proposed development where a mix of commercial, entertainment and residential uses are generally expected to coexist, and the small size and nature of the proposed liquor licence establishment, the proximity of the proposed liquor licence establishment to residential uses is not considered to be a cause for concern. It is also noted that all uses within the Heights are subject to the provision of the Burnaby Noise or Sound Abatement Bylaw.

The subject site is not proximate to any schools, care facilities and other uses such as gaming facilities, cyber centres, amusement arcades and billiard halls.

*(b) Nature of proposed establishment (e.g. entertainment, outdoor patio, hours and person capacity).*

As noted, the nature of the proposed establishment is as a liquor primary use operated by the Legion, with a maximum of 50 seats and a maximum capacity of 65 persons including staff, significantly less than the 425 seats permitted under the Legion's liquor primary club licence. The requested hours of liquor service are 11:00 a.m. to 12:00 a.m. Sunday to Thursday and 11:00 a.m. to 1 a.m. on Friday and Saturdays. These hours are considered appropriate and are consistent with Council policy, adopted 2003 March 10, establishing 11:00 a.m. as the standard earliest opening time for considering new requests to change the permitted hours of liquor sales for liquor primary establishments. It is noted that, as a prerequisite to Rezoning Reference #12-11, a Section 219 Covenant was registered on the property to ensure that licensed capacity and operating hours are maintained as described above.

*(c) Satisfaction of all parking requirements on site.*

The proposed development has a total of 10 underground parking spaces to support the proposed liquor primary establishment, in line with the Zoning Bylaw for the use.

*(d) Safe and convenient access for vehicular traffic to the site, as well as safe access for pedestrians to the liquor licence establishment.*

Safe and convenient vehicular access to the development site is provided via the lane. Pedestrian access is also provided via Hastings Street.

*(e) Good proximity (within 250 meters) of public transit.*

The development site is in proximity to a bus stop at Madison Avenue and Hastings Street.

To: City Manager  
 From: Director Planning and Building  
 Re: Liquor Licence Application #18-03  
 Royal Canadian Legion Branch #148 – Liquor Primary Licence  
 2019 March 06..... Page 5

In summary, given its location in the Hastings Street commercial corridor; and context for the proposed liquor primary establishment, its small size, and convenient and safe vehicular and transit access to the site, the proposed liquor primary establishment generally meets the Council adopted guidelines for liquor primary establishments.

- 4.3 The LCRB, as part of its assessment process for liquor primary licence applications, requests that local government provide comments on the following:

(a) *The impact of noise on nearby residents*

Given the nature of the proposed liquor primary establishment, staff do not anticipate any potential noise impacts beyond what would be otherwise expected in this location. Furthermore, information on the site's function as a public event and entertainment venue will be included in the disclosure statements for the residential units proposed on the property. It is noted that all uses within the proposed development are subject to the Burnaby Noise or Sound Abatement Bylaw.

(b) *The impact on the community if the application is approved*

The proposed liquor primary establishment is considered compatible with adjacent land uses, is supported by a range of commercial services and amenities, and is in proximity to transit. It is also noted that this establishment is replacing the former Legion Canteen and that there is a longstanding history of a liquor primary establishment at this location with no history of violations. Given the context of the proposed liquor licence establishment, its nature and relatively small size, staff do not anticipate any potential community impacts.

In response to this application, input was solicited from relevant City Departments, including the RCMP Burnaby Detachment, and there were no concerns raised.

(c) *The view of residents and a description of the method used to gather views*


The Public Hearing process for Rezoning Reference #12-11, held on 2018 June 26, was utilized to satisfy the required public input process, including written notice to residents/tenants and property owners within 30 m of the subject site and advertisement in two consecutive local newspapers. One letter in support was received and, apart from two speakers representing the Legion in support, no one appeared at the Public Hearing for Rezoning Reference #12-11.

## 5.0 CONCLUSION

Based on the information presented above, and that no public opposition for Rezoning Reference #12-11 was received, the proposed liquor primary licence is considered supportable. Staff therefore recommend that Council support the transition to a new liquor primary licence at the

To: City Manager  
From: Director Planning and Building  
Re: Liquor Licence Application #18-03  
Royal Canadian Legion Branch #148 – Liquor Primary Licence  
2019 March 06 ..... Page 6

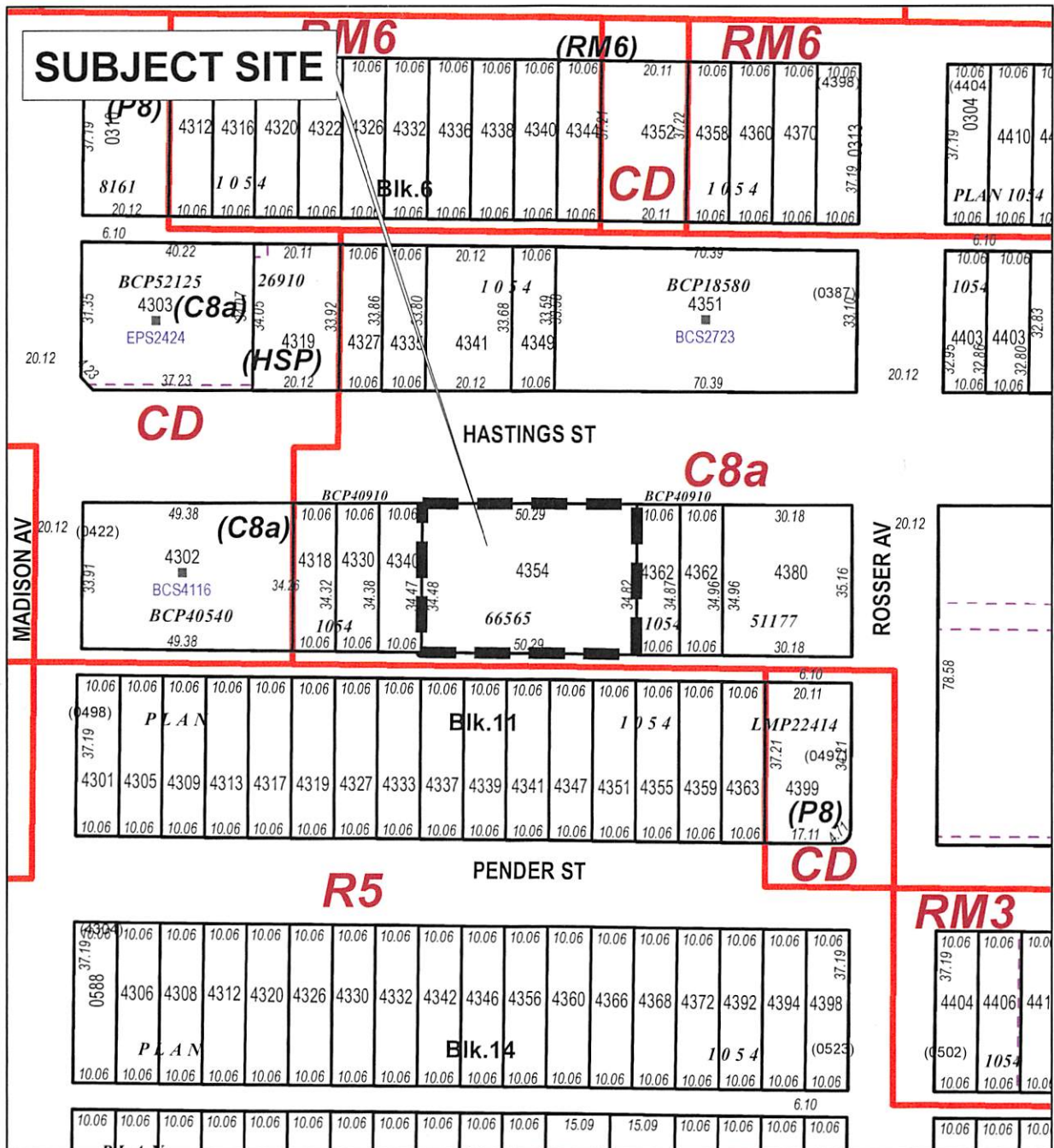
subject site, as discussed in Section 3.0. Staff also recommend that a copy of this report be forwarded to the General Manager, Liquor and Cannabis Regulation Branch, P.O. Box 9292, Stn. Provincial Government, Victoria, BC V8W 9J8; and to the applicant, Sandra Castagner, #104 – 1723 Frances Street, Vancouver, BC V5L 1Z5.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

LS:rh  
**Attachment**

- cc: Director Finance
- Director Parks, Recreation and Cultural Services
- Director Engineering
- Officer-in-Charge, RCMP, Burnaby Detachment
- Chief Licence Inspector
- City Solicitor
- City Clerk

P:\46000 06 LCRB (liquor and cannabis)\20 Applications\2018\LLA18-03 4354 Hastings St\Council Reports\Liquor Licence 18-03 The Legion 2019-03-11.doc



		PLANNING & BUILDING DEPARTMENT			
DATE: OCT 31 2018		LIQUOR LICENSE APPLICATION #18-03 4354 HASTINGS STREET			
SCALE: 1:1,500					
DRAWN BY: AY					
		 Subject Site			

Sketch #1



Item .....
Meeting ..... 2019 March 11

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2019 March 06

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 44000 20  
*Reference:* BLD #18-01118

**SUBJECT:** SITING APPROVAL (BUILDING PERMIT #18-01118)  
 4125 NORFOLK STREET  
 PROPOSED TWO-FAMILY DWELLING UNDER EXISTING ZONING  
 BROADVIEW COMMUNITY PLAN

**PURPOSE:** To inform Council of a request to construct a new two-family dwelling under existing zoning in the Broadview Community Plan.

**RECOMMENDATION:**

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

**REPORT****1.0 INTRODUCTION**

This Department has received a Building Permit application, proposing to construct a new two-family dwelling with a detached garage at 4125 Norfolk Avenue under the site's prevailing R5 Residential District zoning. The property is located within the Broadview Community Plan, and is intended as part of a two-lot assembly with 4143 Norfolk Avenue, for multiple-family development based on CD Comprehensive Development District utilizing the RM3 Multiple Family Residential District as guidelines (see *attached* Sketches #1 and #2).

**2.0 BACKGROUND**

On 2016 July 20, Council received a report requesting rezoning of the subject site to the CD Comprehensive Development District (utilizing the RM2 Multiple Family Residential District and the Broadview Community Plan as guidelines) in order to permit the construction of an infill townhouse development (Rezoning Reference #16-30). The rezoning application was not advanced to a Public Hearing, and was subsequently abandoned. Since that time, the owner has indicated a desire to construct a new two-family dwelling on the site.

On 2018 November 15, this Department received a Building Permit application (BLD#18-01118), proposing to construct a new two-family dwelling with a detached garage on the subject site under the prevailing R5 Residential District zoning. Staff contacted the applicant to determine if the property owner would consider City acquisition of the site. A representative of the property owner has advised that the owner intends to pursue construction of a new two-family dwelling, and has no interest in the sale of the property to the City. City acquisition



To: City Manager  
 From: Director Planning and Building  
 Re: Siting Approval – BLD#18-01118  
 4125 Norfolk Street

2019 March 06 ..... Page 2

would have enabled the City to hold the property pending development in line with the Community Plan.

### 3.0 SUBJECT PROPERTY


The property at 4125 Norfolk Avenue is located on the north side of Norfolk Street east of Gilmore Avenue, and is improved with a single-family dwelling that is in poor condition (see *attached* Sketch #1). To the west of the property is a four-unit townhouse development, while to the east is a two-family dwelling with multiple family development beyond. The subject property is intended for future multiple-family residential redevelopment based on CD Comprehensive Development utilizing the RM3 Multiple Family Residential District guidelines. The property is one of the desired two-lot assembly with the property to the east at 4143 Norfolk Avenue. The property is rectangular in shape with a frontage of approximately 20.12 m (66 ft.), and an area of approximately 748.06 m<sup>2</sup> (8,052 sq. ft.). The property is not on the Burnaby Heritage Inventory or the Burnaby Heritage Register.

While the Broadview Community Plan supports redevelopment of the site as part of a two-lot assembly with 4143 Norfolk Avenue, for multiple-family residential development, it is acknowledged that the property owner intends to pursue construction of a new two-family dwelling. It is noted that 4143 Norfolk Street could be redeveloped independently, in future, as an infill townhouse development under Comprehensive Development rezoning based on RM2 Multiple Family District guidelines.

### 4.0 CONCLUSION

Therefore, unless otherwise directed, Staff will release the required Siting Approval and process the Building Permit application received by this Department line with the prevailing R5 District zoning for the subject lot.

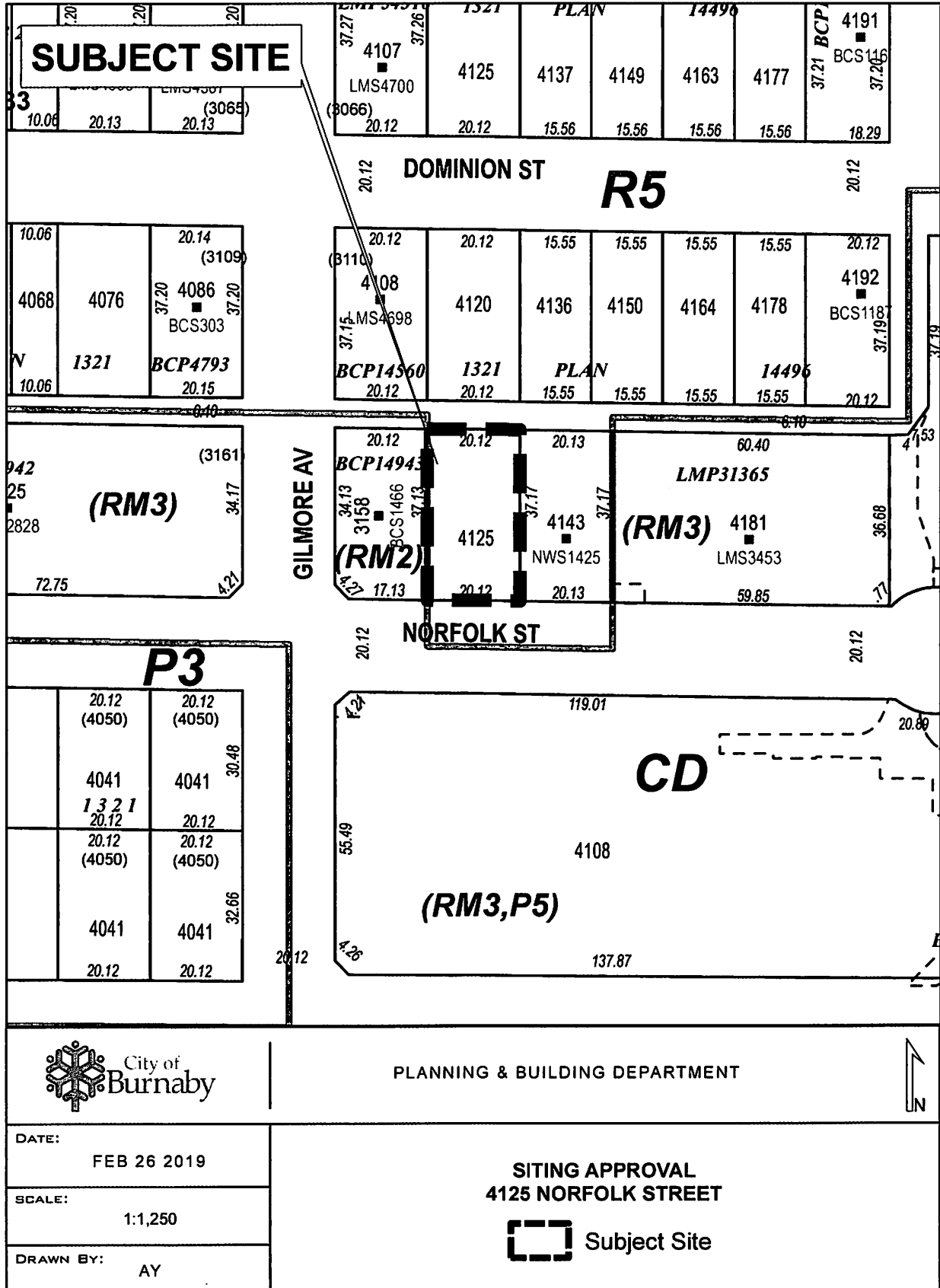
This is for the information of Council.

  
 Lou Pelletier, Director  
 PLANNING AND BUILDING

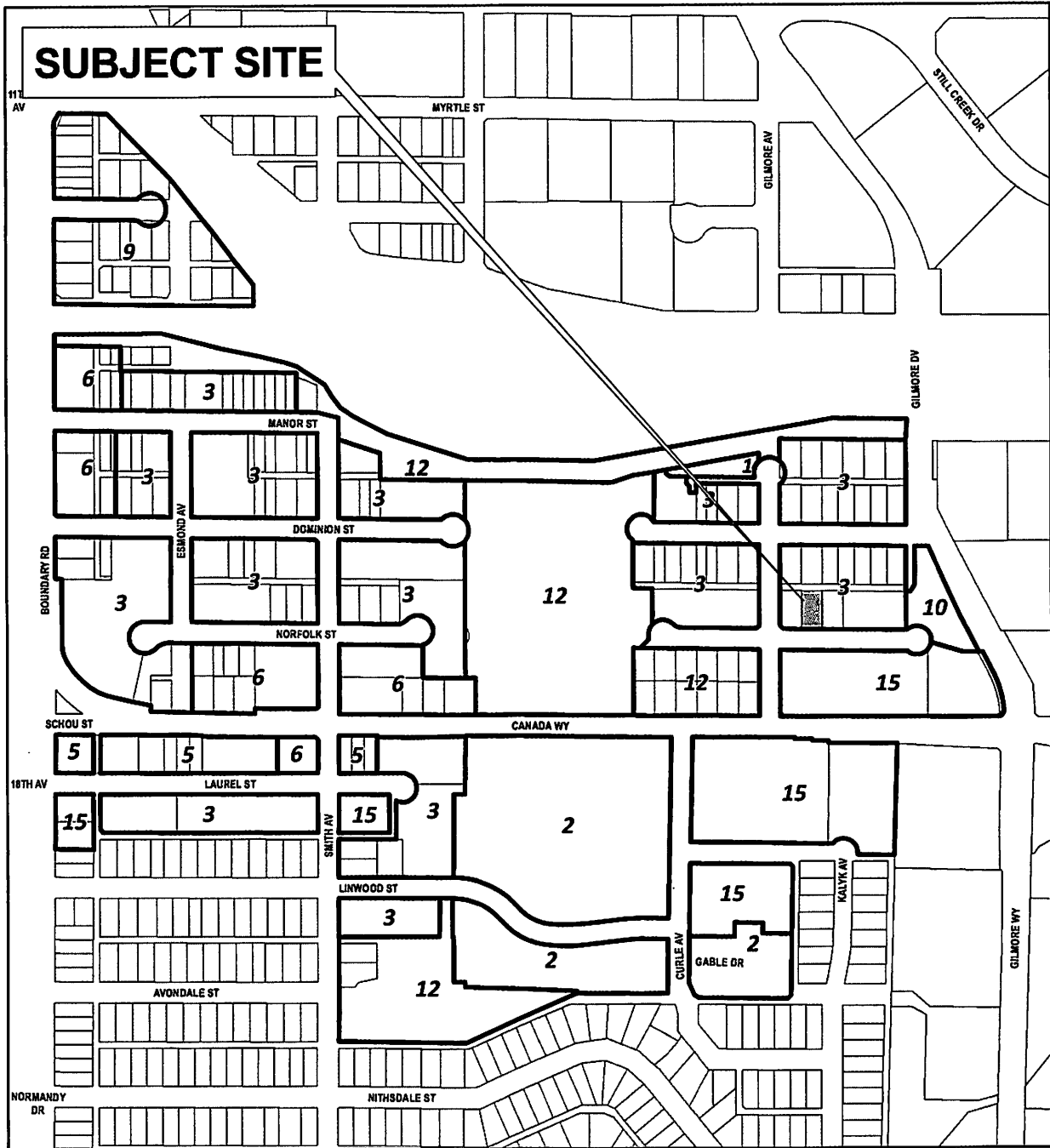
SMN:tn  
*Attachments*

cc: Director Engineering  
 Chief Building Inspector  
 City Solicitor

P:\48100 05 Siting Approvals\DRAFTS\SIT (BLD #18-01118) 4125 Norfolk Street 2019.03.11.docx



Sketch #1



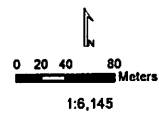
**General Land Use Designations**

- |   |   |
|---|---|
| <b>1</b> Single and Two Family Residential          | <b>9</b> Industrial                         |
| <b>2</b> Low Density Multiple Family Residential    | <b>10</b> Institutional                     |
| <b>3</b> Medium Density Multiple Family Residential | <b>12</b> Park and Public Use/Public School |
| <b>5</b> Commercial                                 | <b>15</b> Community Institutional           |
| <b>6</b> Medium Density Mixed Use                   |   |



Planning and Building Dept

**Broadview Community Plan**  
(Community Plan Eight)





Item.....
Meeting..... 2019 March 11

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2019 March 06

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 49500 20  
*Reference:* REZ #15-53

**SUBJECT:** COMMUNITY BENEFIT BONUS HOUSING FUNDS  
 FAIR HAVEN HOMES SOCIETY - 4341 RUMBLE STREET  
 REZONING REFERENCE #15-53

**PURPOSE:** To advise of the use of Community Benefit Bonus Housing Funds to offset the City application / permit fees and required servicing costs for the Fair Haven seniors' non-market rental development.

**RECOMMENDATION:**

1. THAT Council receive this report for information.

**REPORT****1.0 BACKGROUND**

On 2017 June 12, Council gave Final Adoption to Rezoning Reference #15-53 for the construction of a seniors' non-market rental housing development at 4341 Rumble Street. The subject development, which recently completed construction and is now accepting tenants, is located at the northeast corner of Rumble Street and McKay Avenue (see *attached* Sketch #1).

The development is a Community Partnership Initiative between BC Housing, Fair Haven Homes Society, and the applicant (Colliers International). The building at 4341 Rumble Street includes 113 studio and 32 one-bedroom units in a four-storey building, with shared amenity space. The building is owned and operated by the Fair Haven Homes Society.

**2.0 POLICY FRAMEWORK**

The funding outlined in this report aligns with the following goals and sub-goals of the Corporate Strategic Plan:

- **A Connected Community**
  - Social connection – enhance social connections throughout Burnaby.
  - Partnership – work collaboratively with businesses, educational institutions, associations, other communities and governments.
- **An Inclusive Community**
  - Serve a diverse community – ensure City services fully meet the needs of our dynamic community.
  - Create a sense of community – provide opportunities that encourage and welcome all community members and create a sense of belonging.

To: City Manager  
From: Director Planning and Building  
Re: Community Benefit Bonus Housing Funds –  
4341 Rumble Street  
Rezoning Reference #15-53

2019 March 06..... Page 2

- o **A Healthy Community**
  - o Healthy life – encourage opportunities for healthy living and well-being.

**3.0 FUNDING APPROVAL**

The Fair Haven Homes Society was approved for a grant in the amount of \$691,639.73 which is the final cost of City application / permit fees and required off-site servicing costs for the project. A copy of the letter of request is *attached* as Appendix A.

City application, permit fees and servicing costs were as follows:

Permits / Applications	\$ 185,541.27
Fees	\$ 309,598.46
<u>Off-Site Servicing Costs</u>	<u>\$ 196,500.00</u>
Total	\$ 691,639.73

The seniors’ non-market rental housing development (Rezoning Reference #15-53) and the approved funding met the guidelines established by Council. The current unallocated balance of the Housing Fund is sufficient to support the grant. As approved, the funds will be released to the applicant to support the on-going affordability of the project.

**4.0 CONCLUSION**

The Fair Haven Homes Society requested a \$691,639.73 Housing Fund grant, in order to offset the cost of City application / permit fees and required off-site servicing for the seniors’ non-market rental development at 4341 Rumble Street. The approved grant supports the on-going affordability of the 145 unit affordable seniors rental housing development project. As noted above, this is consistent with Council’s guidelines for the use of the Housing Fund.

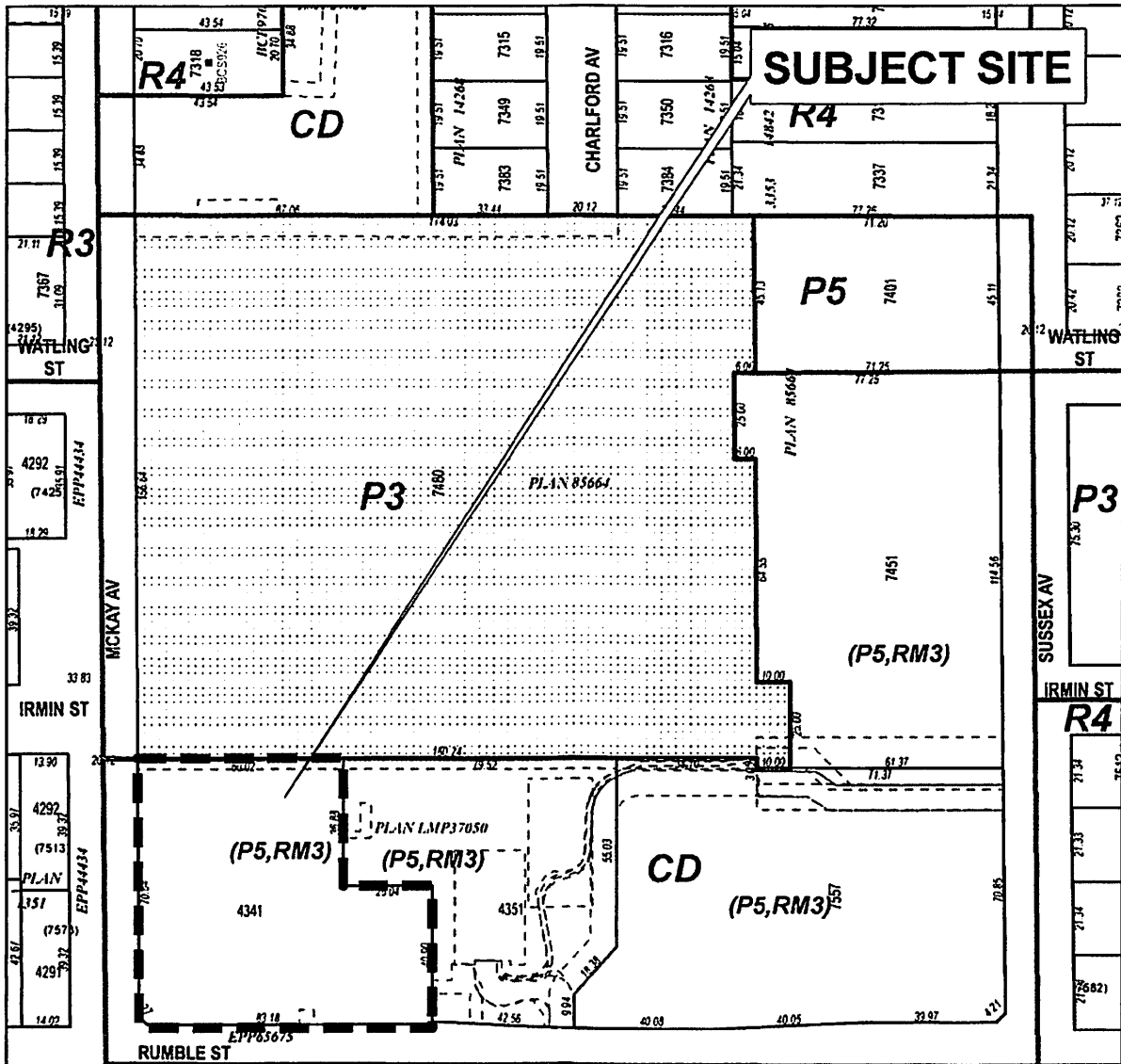


Lou Pelletier, Director  
PLANNING AND BUILDING


SMN:rh

**Attachments**

cc: Director Finance  
City Solicitor



7606 (4292) 21.09	34.37	17.23	17.23	17.23	13.72	20.73	17.72	15.74	25.06	14.29	2.13	20.12	39.75	14.25
7631 (7620) 18.81	4312				25.39							4390	4394 (7617)	7622
	24.34	4322	4326	4334	4340	4348	4354	4358	4376	4386				REF. 1.5808




PLANNING & BUILDING DEPARTMENT

DATE: DEC 12 2018


SCALE: 1:2,000

DRAWN BY: AY



**REZONING REFERENCE #15-53**

**4341 RUMBLE STREET**

 Subject Site

Sketch #1

## Appendix A



Colliers International  
200 Granville Street, 19th Floor  
Vancouver, BC

Shawn Natrasony  
City of Burnaby  
Community Planner  
4949 Canada Way  
Burnaby BC

**RE: Fair Haven Homes – Affordable Seniors Rental Redevelopment – Application for Benefit Bonus Housing Fund**

---

Shawn,

First and foremost, thank you for your time involved in facilitating this affordable seniors rental housing project through the approvals process.

Fair Haven Homes in partnership with BC Housing has embarked on a journey to redevelop their site at 4341 Rumble to provide 145 new purpose built independent seniors rental apartments. The partnership between Fair Haven and BC Housing is under the framework of the Community Partnership Initiative which ensures a minimum amount of affordability without the help of ongoing subsidies.

Fair Haven's objective is to provide at least 51% of the units at below market rents with the potential to increase that affordability with the support of stakeholders like the City of Burnaby.

Fair Haven is writing to request a grant amount of \$691,639.73 under the Benefit Bonus Housing Fund for all the required permits, fees and off sites that City of Burnaby has requested of the project for redevelopment.

Thank you for your consideration of this request and support for providing affordable seniors rental housing. If you have any questions, please do not hesitate to contact me directly.

Best Regards,

Jaraad Marani  
Development Manager  
Colliers International Consulting



Item.....
Meeting..... 2019 March 11

## COUNCIL REPORT

**TO:** CITY MANAGER **DATE:** 2019 March 05

**FROM:** DIRECTOR PLANNING AND BUILDING **FILE:** 42000 20  
*Reference: Bylaw Text Amendment*

**SUBJECT: PROPOSED ZONING BYLAW TEXT AMENDMENT –  
TEMPORARY SHELTERS**

**PURPOSE:** To propose a text amendment to the Burnaby Zoning Bylaw to accommodate temporary shelters in various Zoning Districts throughout the City.

**RECOMMENDATION:**

1. **THAT** Council authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.3 of this report, to First Reading on 2019 March 11 and to a Public Hearing on 2019 March 26 at 6:00 pm.

**REPORT****1.0 BACKGROUND INFORMATION**

This text amendment report arises from Council's motion of 2018 November 26 to enhance Burnaby's response to homelessness.

Housing is a basic need that is essential to the health, well-being and prosperity of Burnaby's citizens. The provision of a range of housing options across the housing continuum is critical to meeting this basic need, including citizens that are at risk or are experiencing homelessness. The City has a comprehensive policy framework for the development of supportive, non-market, rental and market housing, and continues to develop new policies, initiatives and programs to enhance these components of the housing continuum. This report focuses on temporary shelters, a key component of the housing continuum for responding to homelessness.

Temporary shelters may be developed under CD Comprehensive Development District zoning, as well as accommodated on lands zoned for Public and Institutional Use Districts. The purpose of this report is to broaden the opportunities to accommodate temporary shelters within Burnaby by providing the necessary zoning and regulations.

**2.0 POLICY**

The advancement of the proposed Zoning Bylaw amendment aligns with the following goals and sub-goals of the Corporate Strategic Plan:



To: City Manager  
 From: Director Planning and Building  
 Re: Proposed Zoning Bylaw Text Amendment  
 – Temporary Shelters  
 2019 March 05 ..... Page 2

- **An Inclusive Community**
  - Serve a Diverse Community – Ensure City services fully meet the needs of our dynamic community
  - Create a Sense of Community – Provide opportunities that encourage and welcome all community members and create a sense of belonging
- **A Healthy Community**
  - Healthy Life – Encourage opportunities for healthy living and well being
  - Healthy Environment – Enhance our environmental health, resilience and sustainability

### 3.0 PROPOSED BYLAW TEXT AMENDMENT

#### Issue

Currently, the Burnaby Zoning Bylaw does not have specific provisions for temporary shelters that provide accommodations for individuals who are experiencing or at risk of homelessness.

#### Discussion

##### *3.1 Definition of a Temporary Shelter*

A temporary shelter is generally defined as a place providing accommodation and protection from weather or danger, overnight or for a greater duration of time, to individuals who are experiencing or at risk of homelessness. Such shelters can provide for a range of facilities and services including washroom facilities, beds, laundry, healthcare, food, counselling, and social support services. Facilities can include a kitchen area, common social area (indoor and outdoor), offices and other ancillary spaces, such as storage (users and staff). Temporary shelters may operate seasonally, during extreme weather events, emergency situations or year-round.

Temporary shelters differ from a dwelling unit or supportive housing facility in that such shelters do not provide permanent dwellings or living units.

It is therefore proposed that the Zoning Bylaw provide clarity to the meaning of a temporary shelter by defining it with words similar or the same as follows:

**“TEMPORARY SHELTER”** means a building providing temporary accommodation and protection from weather or danger, overnight or for a greater duration, for individuals who are experiencing or at risk of homelessness.

##### *3.2 Temporary Shelter as a Permitted Land Use*

In addition to the above, to expand the development opportunities for temporary shelters, it is proposed that it be a permitted use in the following zoning districts: RM Multiple-Family Districts, C1, C2, C3, C4, C5, C8 and C9 Commercial Districts, and M1, M2, M3, M4, M5, M6,

To: City Manager  
From: Director Planning and Building  
Re: Proposed Zoning Bylaw Text Amendment  
– Temporary Shelters

2019 March 05 ..... Page 3

M8, B1 and B2 Industrial Districts. While temporary shelters are already permitted in the Public and Institutional Districts (P), it is proposed that the Zoning Bylaw be also amended to specifically list temporary shelters as a permitted use in the P1, P2, P3, P5, P6, P7 and P8 Districts.

It is acknowledged that temporary shelters may not necessarily be compatible with all uses within the above noted Districts. Based on staff review, it is proposed that *Section 6 Supplementary Regulations* of the Zoning Bylaw also be amended to establish the following requirements for temporary shelters to mitigate any potential land use conflicts:

- Temporary shelters, except those within the P District must be located on land owned, leased or otherwise controlled by the City and be operated by the City or by a government body or non-profit society; and,
- Temporary shelters must be located within a building.

It is noted that lands within the P District, if not City-owned, are institutional in nature and operated by an institution or government agency, including but not limited to places of public worship and health centres and clinics. Many of these community-based or service-based institutions provide services to the Burnaby community, which are recognized as a positive social benefit.

It is also proposed that Section 800.4 of Schedule VIII Off-Street Parking be amended to provide off-street parking for temporary shelters based on a parking ratio of one parking space per staff member.

Preliminary Plan Approval and Building Permit will be required for temporary shelters to ensure that the proposed use in the permitted districts is in conformance with zoning, compatible with adjacent land uses and meets life-safety requirements of the BC Building Code.

**3.3 Bylaw Amendments**

**Recommended Bylaw Amendments**

1. **THAT** Section 3.0 of the Zoning Bylaw be amended to add a definition for “Temporary Shelter” with wording the same or similar to the following:

**“TEMPORARY SHELTER”** means a building providing temporary accommodation and protection from weather or danger, overnight or for a greater duration, for individuals who are experiencing or at risk of homelessness.

2. **THAT** Sections 201.1, 202.1, 203.1, 204.1, 205.1, 206.2, 207.2, 301.1, 302.1, 303.1, 304.1, 305.1, 308.2, 309.2, 401.1, 402.1, 403.1, 404.1, 405.1, 406.1, 408.1, 451.1, 452.1, 501.1, 502.1, 503.1, 505.1, 506.1, 507.1, and 508.1 be amended by adding “Temporary Shelters”.

To: City Manager  
From: Director Planning and Building  
Re: Proposed Zoning Bylaw Text Amendment  
- Temporary Shelters

2019 March 05 ..... Page 4

3. THAT Section 6.25 be added to the Zoning Bylaw with wording the same or similar to the following:

**6.25 Temporary Shelters:**

(1) Temporary shelters shall be:

- (a) located entirely within a building; and,
- (b) except within the P District, located on land owned, leased or controlled by the City and operated by the City or by a government body or non-profit service provider.

4. THAT Section 800.4 of *Schedule VIII Off-Street Parking* of the Zoning Bylaw be amended by adding the following as a subsection with wording the same or similar to the following:

(38) Temporary Shelters. 1 for each staff member.

**4.0 CONCLUSION**

As part of Burnaby’s response to homelessness, temporary shelters are identified as an important part of the housing continuum. The proposed Zoning Bylaw text amendment proposes to expand the development opportunities for temporary shelters in multiple-family, commercial, industrial, and institutional zoning districts that meet the criteria outlined in Section 3.0 of this report.

It is recommended that Council authorize the preparation of a bylaw amending the Burnaby Zoning Bylaw, as outlined in Section 3.3 of this report, to First Reading on 2019 March 11 and to a Public Hearing on 2019 March 26 at 6:00 pm.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

ZT:tn

- cc: Director Public Safety and Community Services
- Director Corporate Services
- Director Engineering
- OIC, RCMP Burnaby Detachment
- Chief Building Inspector
- Chief Licence Inspector
- City Solicitor
- City Clerk

P:\Bylaw\Temporary Shelter\Bylaw Text Amendments- Temporary Shelter 2019.03.11.Docx

**CITY OF BURNABY**

**BYLAW NO. 13992**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw No. 10121, Amendment Bylaw No. 46, 1994

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 5, 2019.**
  
2. The Map (hereinafter called “Map ‘A’”), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map ‘B’”), marginally numbered REZ. 4166 annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in substitution for the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or varied thereby, and the said Map ‘A’ shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said

Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.

3. The Comprehensive Development Plan entitled “3-Plex Residential Building” prepared by Mara & Natha Architecture Ltd. and on file in the office of the Director Planning and Building, is deemed to be attached to and form part of this Bylaw and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plan.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK

BYLAW NUMBER 13992 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965

**REZ.16-40**


LEGAL: Lot 5, Block 5, DL 116, Group 1, NWD Plan 1236



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK (————) IS (ARE) REZONED

FROM: RM6 Hastings Village Multiple Family Residential District

TO: CD Comprehensive Development District (based on RM2 Multiple Family Residential District and Hastings Street Area Plan guidelines and in accordance with the development plan entitled "3-Plex Residential Building" prepared by Mara + Natha Architecture Ltd.)

	PLANNING AND BUILDING DEPARTMENT	
	Date: FEB 20 2019	<p><b>OFFICIAL ZONING MAP</b></p> <p>Map "B" No. REZ. 4166</p>
	scale: 1:1,500	
	Drawn By: AY	

**CITY OF BURNABY**

**BYLAW NO. 13993**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw Nos. 6568, 9075, 9483 and 11870 being Burnaby Zoning Bylaw 1965, Amendment Bylaw Nos. 64, 1974, 55, 1988, 63, 1990 and 5, 2005,

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 6, 2019.**

2. Bylaw No. 4742, as amended by Bylaw Nos. 6568, 9075, 9483, and 11870, is further amended as follows:

(a) The Map (hereinafter called “Map ‘A’”), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map ‘B’”), marginally numbered REZ. 4167, annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in addition to the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or

varied thereby, and the said Map ‘A shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.

(b) The Comprehensive Development Plans, more particularly described in Bylaw Nos. 6568, 9075, 9483 and 11870, are amended as may be necessary by the development plan entitled “Change of Use” submitted by Tim Orr with Orr Development Corp. and on file in the office of the Director Planning and Building; and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plans as amended.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

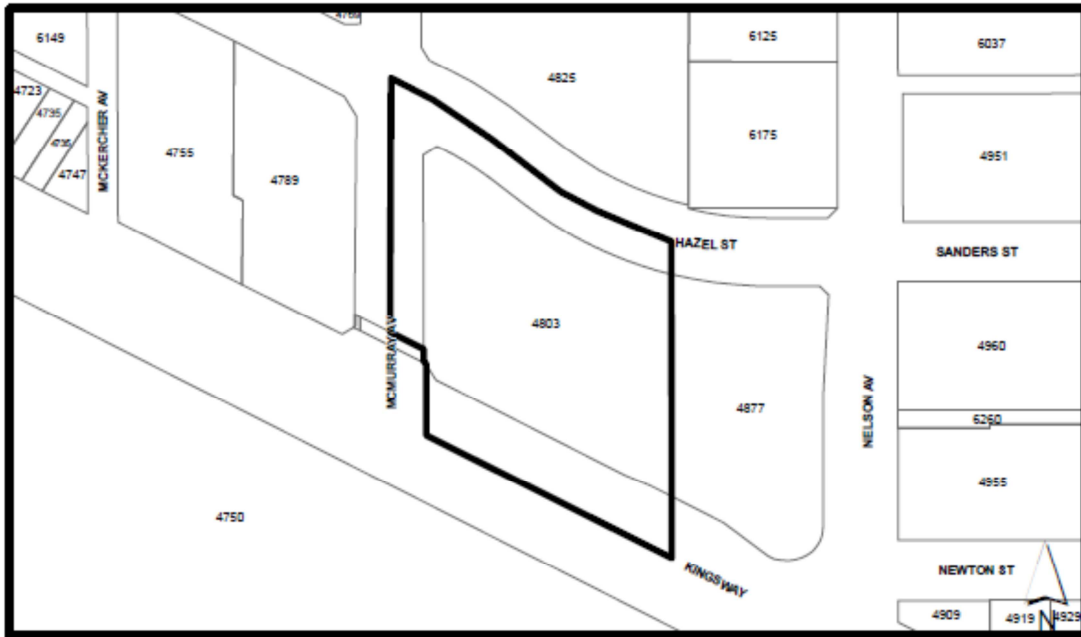
CLERK



BYLAW NUMBER 13993 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965

**REZ.18-39**


LEGAL: Lot 1, DL 32, Group 1, NWD Plan BCP 18154, Except: Part Subdivided by Air Space Plan BCP 21526 and BCP 35883



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK ( ——— ) IS (ARE) REZONED

FROM: CD Comprehensive Development District (based on RM5 Multiple Family Residential District and C3 General Commercial District)

TO: Amended CD Comprehensive Development District (based on RM5 Multiple Family Residential District, C3 General Commercial District, P6 Regional Institutional District and the Metrotown Downtown Plan as guidelines and in accordance with the development plan entitled "Change of Use" submitted by Tim Orr with Orr Development Corp.)

	PLANNING AND BUILDING DEPARTMENT	
	Date: FEB 20 2019	<p align="center"><b>OFFICIAL ZONING MAP</b></p> <p align="right">Map "B" No. REZ. 4167</p>
	scale: 1:2,000	
	Drawn By: AY	

**CITY OF BURNABY**

**BYLAW NO. 13994**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw No. 11051 being Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 2, 2000

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 7, 2019.**

2. Bylaw No. 4742, as amended by Bylaw No. 11051, is further amended as follows:

(a) The Map (hereinafter called “Map ‘A’”), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map ‘B’”), marginally numbered REZ. 4168, annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in addition to the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or varied thereby, and the said Map ‘A’ shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said

Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.

(b) The Comprehensive Development Plan, more particularly described in Bylaw No. 11051, is amended as may be necessary by the development plan entitled “Brentwood SkyTrain Station Upgrade” prepared by Perkins & Will and on file in the office of the Director Planning and Building; and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plan as amended.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

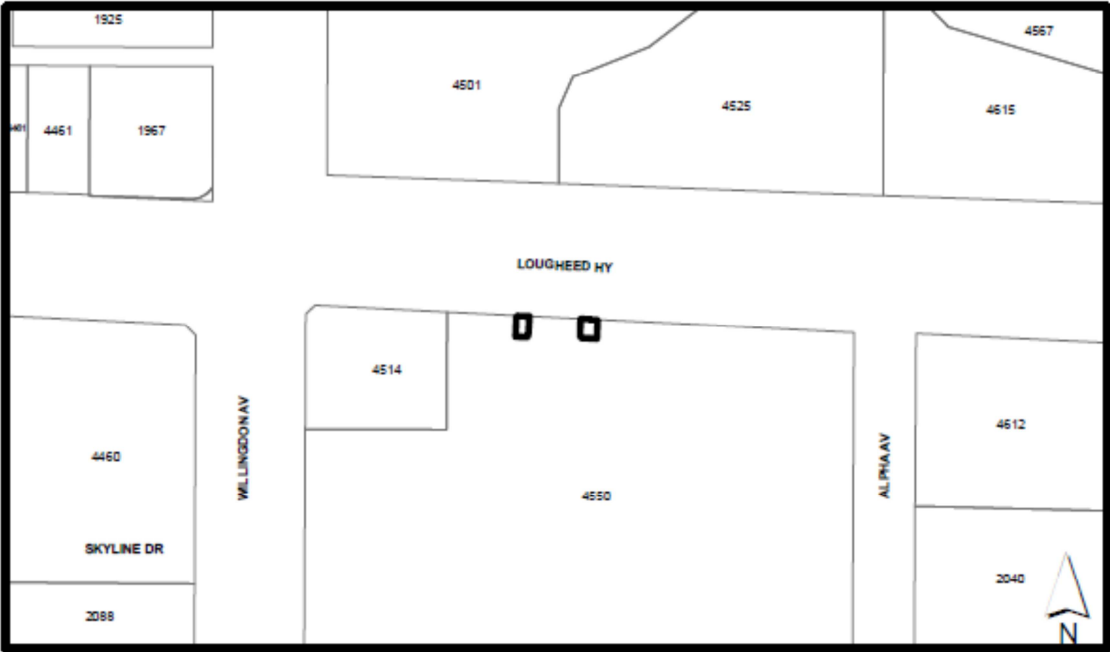
MAYOR

CLERK

**BYLAW NUMBER 13994 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965**

**REZ.18-47**


LEGAL: Lot 119 District Lot 124 Group 1New Westminster District Plan 28198



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK (——) IS (ARE) REZONED

**FROM:** CD Comprehensive Development District (based on P2 Administration and Assembly District, C3 General Commercial District, M1 Manufacturing District and Brentwood Town Centre Development Plan as guidelines)

**TO:** Amended CD Comprehensive Development District (based on P2 Administration and Assembly District, C3 General Commercial District, M1 Manufacturing District and Brentwood Town Centre Development Plan as guidelines and in accordance with the development plan entitled "Brentwood SkyTrain Station Upgrades" prepared by Perkins + Will)

	PLANNING AND BUILDING DEPARTMENT	
Date: FEB 20 2019	<p style="text-align: center;"><b>OFFICIAL ZONING MAP</b></p> <p style="text-align: right;">Map "B" No. REZ. 4168</p>	
scale: 1:2,000		
Drawn By: AY		

**CITY OF BURNABY**

**BYLAW NO. 13995**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw No. 13213 being Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 16, 2013

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 8, 2019.**

2. Bylaw No. 4742, as amended by Bylaw No. 13213, is further amended as follows:

(a) The Map (hereinafter called “Map ‘A’”), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map ‘B’”), marginally numbered REZ. 4169, annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in addition to the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or varied thereby, and the said Map ‘A’ shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said

Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.

(b) The Comprehensive Development Plan, more particularly described in Bylaw No. 13213, is amended as may be necessary by the development plan entitled “Modello Sky Signs” prepared by Scott Paragon Signs and on file in the office of the Director Planning and Building; and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plan as amended.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK

**BYLAW NUMBER 13995 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965**

**REZ.18-52**


LEGAL: Air Space Parcel 1 District Lot 153 Group 1 New Westminster District Air Space Plan EPP50941



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK (——) IS (ARE) REZONED

FROM: CD Comprehensive Development District (based on C2 and C2f Community Commercial District, RM5s Multiple Family Residential District and Metrotown Downtown Development Plan as guidelines)

TO: Amended CD Comprehensive Development District (based on C2 and C2f Community Commercial District, RM5s Multiple Family Residential District and Metrotown Downtown Development Plan as guidelines and in accordance with the development plan entitled "Modello Sky Signs" prepared by Scott Paragon Signs)

	PLANNING AND BUILDING DEPARTMENT	
	<b>OFFICIAL ZONING MAP</b>	Map "B"
		No. REZ. 4169
Date: FEB 20 2019 scale: 1:2,000 Drawn By: AY		

**CITY OF BURNABY**

**BYLAW NO. 14003**  
A BYLAW to amend the Zoning  
Bylaw provisions to permit  
temporary shelters in various  
zoning districts

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 9, 2019.**
  
2. Burnaby Zoning Bylaw 1965, as amended, is further amended:
  - (a) at Section 3, by adding the following definition, in alphabetical order:  
“**TEMPORARY SHELTER**” means a building providing temporary accommodation and protection from weather or danger, overnight or for a greater duration, for individuals who are experiencing or at risk of homelessness.”
  
  - (b) by adding the following as Section 6.25:  
“**6.25 Temporary Shelters:**
    - (1) Temporary shelters shall be:
      - (a) located entirely within a building; and
      - (b) except within the P District, located on land owned, leased or controlled by the City and operated by the City or by a government body or non-profit service provider.”
  
  - (c) at Section 201.1, by adding the following as subsection (9):  
“(9) Temporary shelters.”



- (d) at Section 202.1, by adding the following as subsection (9):  
“(9) Temporary shelters.”
- (e) at Section 203.1, by adding the following as subsection (10):  
“(10) Temporary shelters.”
- (f) at Section 204.1, by adding the following as subsection (8):  
“(8) Temporary shelters.”
- (g) at Section 205.1, by adding the following as subsection (9):  
“(9) Temporary shelters.”
- (h) at Section 206.2, by adding the following as subsection (5):  
“(5) Temporary shelters.”
- (i) at Section 207.2, by adding the following as subsection (6):  
“(6) Temporary shelters.”
- (j) at Section 301.1, by adding the following as subsection (16):  
“(16) Temporary shelters.”
- (k) at Section 302.1, by adding the following as subsection (21):  
“(21) Temporary shelters.”
- (l) at Section 303.1, by adding the following as subsection (31):  
“(31) Temporary shelters.”
- (m) at Section 304.1, by adding the following as subsection (40):  
“(40) Temporary shelters.”

- (n) at Section 305.1, by adding the following as subsection (4):  
“(4) Temporary shelters.”
- (o) at Section 308.2, by adding the following as subsection (22):  
“(22) Temporary shelters.”
- (p) at Section 309.2, by adding the following as subsection (20):  
“(20) Temporary shelters.”
- (q) at Section 401.1, by adding the following as subsection (24):  
“(24) Temporary shelters.”
- (r) at Section 402.1, by adding the following as subsection (19):  
“(19) Temporary shelters.”
- (s) at Section 403.1, by adding the following as subsection (20):  
“(20) Temporary shelters.”
- (t) at Section 404.1, by adding the following as subsection (19):  
“(19) Temporary shelters.”
- (u) at Section 405.1, by adding the following as subsection (20):  
“(20) Temporary shelters.”
- (v) at Section 406.1, by adding the following as subsection (4):  
“(4) Temporary shelters.”
- (w) at Section 408.1, by adding the following as subsection (4):  
“(4) Temporary shelters.”

- (x) at Section 451.1, by adding the following as subsection (5):  
“(5) Temporary shelters.”
  
- (y) at Section 452.1, by adding the following as subsection (5):  
“(5) Temporary shelters.”
  
- (z) at Section 501.1, by adding the following as subsection (5):  
“(5) Temporary shelters.”
  
- (aa) at Section 502.1, by adding the following as subsection (18):  
“(18) Temporary shelters.”
  
- (bb) at Section 503.1, by adding the following as subsection (11):  
“(11) Temporary shelters.”
  
- (cc) at Section 505.1, by adding the following as subsection (13):  
“(13) Temporary shelters.”
  
- (dd) at Section 506.1, by adding the following as subsection (8):  
“(8) Temporary shelters.”
  
- (ee) at Section 507.1, by adding the following as subsection (5):  
“(5) Temporary shelters.”
  
- (ff) at Section 508.1, by adding the following as subsection (4):  
“(4) Temporary shelters.”
  
- (gg) at Section 800.4 of Schedule VIII Off-Street Parking, by adding the following  
as subsection (38):  
“(38) Temporary shelters. 1 for each staff member.”

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time	day of	2019
Reconsidered and adopted this	day of	2019

MAYOR

CLERK

**CITY OF BURNABY**

**BYLAW NO. 13996**

A BYLAW to authorize the execution of a Housing Agreement  
for the non-market rental housing development at  
4341 Rumble Street

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY HOUSING AGREEMENT (4341 RUMBLE STREET) BYLAW 2019.**

2. The City is hereby authorized to enter into a housing agreement with Fair Haven Homes Society, substantially in the form set out in Schedule “A” (the “Housing Agreement”), for the non-market rental housing development on lands legally described as:

PID: 024-066-516

Lot 1 District Lot 149 Group 1 New Westminster District Plan LMP37050 Except  
Plan EPP65675

3. The City Clerk is hereby authorized and empowered to execute the Housing Agreement on behalf of the City.

Read a first time this	day of	, 2019
Read a second time this	day of	, 2019
Read a third time this	day of	, 2019
Reconsidered and adopted this	day of	, 2019

MAYOR

CLERK

**SCHEDULE “A”**

**HOUSING AGREEMENT  
(Section 483 *Local Government Act*)**

**THIS AGREEMENT** is dated for reference \_\_\_\_\_, 2019,

**BETWEEN:**

**FAIR HAVEN HOMES SOCIETY (INC. NO. S0005955)**  
2720 East 48<sup>th</sup> Avenue  
Vancouver, BC V5S 1G7

(the “**Owner**” as more fully defined in section 1.1 of this Agreement)

**AND:**

**CITY OF BURNABY**  
4949 Canada Way  
Burnaby, BC V5G 1M2

(the “**City**” as more fully defined in section 1.1 of this Agreement)

**WHEREAS:**

- A. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement.

**NOW THEREFORE** in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

**ARTICLE 1  
DEFINITIONS AND INTERPRETATION**

1.1 In this Agreement the following words have the following meanings:

- (a) **“Affordable Housing Units”** means a Dwelling Unit within the Development that is not a caretaker suite or designated for other use in accordance with the CD Plan;
- (b) **“Agreement”** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (c) **“CD Plan”** means the comprehensive development plan for the Lands entitled “Fair Haven United Church Homes – Seniors Affordable Rental Housing” prepared by NSDA Architects and filed with the City’s Director Planning and Building;
- (d) **“City”** means the City of Burnaby;
- (e) **“CPI”** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (f) **“Daily Amount”** means \$100.00 per day as of January 1, 2018 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2018, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 4.1 of this Agreement;
- (g) **“Development”** means the four-storey, 145 unit, non-profit seniors’ housing facility constructed on the Lands in accordance with the CD Plan;
- (h) **“Dwelling Unit”** means one or more habitable rooms constituting one self-contained unit with a separate entrance, which is occupied or intended to be occupied as the permanent home or residence of one Family only and contains not more than one kitchen or one set of cooking facilities;
- (i) **“Eligible Tenant”** means a Family having a cumulative annual income not exceeding the Low and Moderate Income Limits, at the time the Family executes the first Tenancy Agreement for an Affordable Housing Unit;

- (j) **“Family”** means:
  - (i) a person;
  - (ii) two or more persons related by blood, marriage, adoption or foster care; or
  - (iii) a group of not more than three (3) un-related non-transient persons living together as a single non-profit group in a Dwelling Unit and using common cooking facilities,

at least one of whom is a Senior, but excludes boarders, lodgers and servants;
- (k) **“Housing Covenant”** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands, registered under number CA7369774, as it may be amended or replaced from time to time;
- (l) **“Housing Income Limit (HILs)”** means the gross annual income limit required to pay the average market rent for a particular size of rental unit in the private market for the City of Burnaby or the HILs planning area associated with the City of Burnaby, as derived from the Canadian Housing and Mortgage Corporation’s annual Rental Market Survey and published by BC Housing Management Commission from time to time, and if such gross annual income limit is no longer published by BC Housing Management Commission, then **“Housing Income Limit (HILs)”** for a subsequent year is the last published income limit adjusted annually, on January 1<sup>st</sup> of each subsequent year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the preceding calendar year or years;
- (m) **“Interpretation Act”** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (n) **“Land Title Act”** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (o) **“Lands”** means the lands and premises legally described as:
 

PID: 024-066-516  
 Lot 1 District Lot 149 Group 1 NWD Plan LMP37050 Except Plan  
 EPP65675
- (p) **“Local Government Act”** means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;
- (q) **“Low and Moderate Income Limit”** means:



- (i) for Affordable Housing Units with less than two (2) bedrooms, a gross household income that does not exceed the median income for families without children in British Columbia, as determined by the British Columbia Housing Management Commission from time to time based on data provided by Statistics Canada (for 2018, this figure was \$71,200);
- (ii) for Affordable Housing Units with two (2) or more bedrooms, a gross household income that does not exceed the median income for families with children in British Columbia, as determined by BC Housing Management Commission from time to time based on data provided by Statistics Canada (for 2018, this figure was \$104,400),

and if such income limit is no longer published by BC Housing Management Commission, then “**Low and Moderate Income Limit**” for a subsequent year is the last published income limit adjusted annually, on January 1<sup>st</sup> of each subsequent year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the preceding calendar year or years;

- (r) “**LTO**” means the New Westminster Land Title Office or its successor;
- (s) “**Owner**” means the party described on page 1 of this Agreement as the Owner and any subsequent owner or successor in title of the Lands or any part thereof;
- (t) “**Permitted Rent**” means an amount not exceeding thirty percent (30%) of the Housing Income Limit (HILs) for a bachelor unit;
- (u) “**Residential Tenancy Act**” means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;
- (v) “**Senior**” means an individual who is 55 years or older;
- (w) “**Tenancy Agreement**” means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit on a month-to-month basis or for a fixed term not exceeding twelve (12) months;
- (x) “**Tenant**” means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement; and
- (y) “**Term**” means the period commencing on the date of adoption of Housing Agreement (4341 Rumble Street) Bylaw 2019 and expiring on the later of:
  - (i) the date which the Development is demolished or substantially destroyed; or

- (ii) sixty (60) years from the date of issuance of the final occupancy certificate for the Development.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

**ARTICLE 2  
USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS**

- 2.1 The Owner agrees that, during the Term, each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. For the purposes of this Article, “permanent residence” means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.
- 2.2 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit during the Term except in accordance with the following conditions:
- (a) the Affordable Housing Unit will only be used or occupied as a permanent residence by an Eligible Tenant pursuant to a Tenancy Agreement;
  - (b) the monthly rent payable for seventy-four (74) bachelor-size Affordable Housing Units will not exceed the Permitted Rent;
  - (c) the Owner will not require the Tenant or any permitted occupant to pay any extra charges or fees for use of any common areas, facilities or amenities, including without limitation bicycle storage or sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, that an Owner may charge the Tenant the Owner’s cost, if any, of providing cable television, telephone, other telecommunications, gas, or electricity fees, charges or rates, and the Owner may charge market fees for cleaning services for the common areas, facilities and amenities, for use of parking stalls and for laundry services;
  - (d) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
    - (i) the Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
    - (ii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
    - (iii) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
    - (iv) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination, which notice of termination shall

provide that the termination of the tenancy shall be effective two (2) months following the date of the notice of termination or as required by the *Residential Tenancy Act*, or such longer period as the Owner considers to be fair and reasonable given the circumstances of the termination (such as a termination due to death of a spouse who was the Senior who qualified the Family as an Eligible Tenant);

- (e) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
  - (f) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement for an Affordable Housing Unit to the City upon demand.
- 2.3 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.
- 2.4 The Owner will not permit a Tenancy Agreement for an Affordable Housing Unit to be subleased or assigned.
- 2.5 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.
- 2.6 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

**ARTICLE 3  
MANAGEMENT OF AFFORDABLE HOUSING UNITS**

- 3.1 The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the

Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*.

- 3.2 The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands.
- 3.3 Notwithstanding Sections 3.1 and 3.2, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

**ARTICLE 4  
DEFAULT AND REMEDIES**

- 4.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or the Housing Covenant or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.
- 4.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

**ARTICLE 5  
MISCELLANEOUS**

**5.1 Housing Agreement**

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act*;
- (b) the City may file notice of this Agreement in the LTO against the title to the Lands; and
- (c) during the Term, the housing agreement and, if applicable, the amendment to it is binding on all persons who acquire an interest in the land affected by the agreement, as amended if applicable.

**5.2 No Compensation**

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

**5.3 Modification**

This Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

**5.4 Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the City refusing to issue a building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

**5.5 Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;

- (b) the City refusing to issue a building permit or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) the exercise by the City of any of its rights under this Agreement or an enactment.

**5.6 Survival**

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

**5.7 Priority**

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

**5.8 City's Powers Unaffected**

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

**5.9 Agreement for Benefit of City Only**

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and

- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

**5.10 No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

**5.11 Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Burnaby  
4949 Canada Way  
Burnaby, BC V5G 1M2

And to: City Solicitor and Director Planning and Building

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

**5.12 Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

**5.13 Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

**5.14 Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.



**5.15 Sole Agreement**

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

**5.16 Further Assurance**

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

**5.17 Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and all of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

**5.18 Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**5.19 No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**5.20 Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**5.21 Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

**5.22 Joint and Several**

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

**5.23 Limitation on Owner’s Obligations**

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement as of the day and year first above written.

**FAIR HAVEN HOMES SOCIETY,**  
by its authorized signatory(ies):

Per: \_\_\_\_\_  
Name:  
Title:

Per: \_\_\_\_\_  
Name:  
Title:

**CITY OF BURNABY,**  
by its authorized signatory(ies):

Per: \_\_\_\_\_  
Name:  
Title:

**Appendix A to Housing Agreement**

**STATUTORY DECLARATION**

<b>CANADA</b>	)	<b>IN THE MATTER OF A</b>
	)	<b>HOUSING AGREEMENT WITH</b>
<b>PROVINCE OF BRITISH COLUMBIA</b>	)	<b>THE CITY OF BURNABY</b>
	)	<b>("Housing Agreement")</b>

TO WIT:

I, \_\_\_\_\_ of \_\_\_\_\_, British Columbia, do solemnly declare that in my capacity as a director or officer of the Owner:

1. I am an authorized signatory of the Owner of the Affordable Housing Units (as defined in the Housing Agreement) at \_\_\_\_\_, and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Units.
3. For the period from \_\_\_\_\_ to \_\_\_\_\_, the Affordable Housing Units were occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose addresses and gross cumulative income appear below:  
  
*[Addresses and incomes of Eligible Tenants]*
4. The rents charged each month for the Affordable Housing Units are as follows:  
  
*[Rents for each Affordable Housing Unit]*
5. The Owner is in compliance with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Units are situated.

6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at the City of \_\_\_\_\_ )  
\_\_\_\_\_, in the Province of British Columbia, this \_\_\_\_\_ day of \_\_\_\_\_ )  
\_\_\_\_\_, 20\_\_\_\_. )

\_\_\_\_\_)  
A Commissioner for Taking Affidavits in the Province of British Columbia )

\_\_\_\_\_  
DECLARANT

**CITY OF BURNABY****BYLAW NO. 13997**

A BYLAW authorizing the expenditure of monies in the  
Capital Works, Machinery and Equipment  
Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Works Financing Fund of Capital Works, Machinery and Equipment Reserve Fund (hereinafter called "the said Reserve Fund") established pursuant to Bylaw No. 7256 of \$108,423,340.61 as at the 20<sup>th</sup> day of January 2019, calculated as follows:

Balance in Fund at January 1, 2019		\$119,944,413.57
Add: Additions to the fund including interest earned to date		<u>12,250,827.04</u>
		\$132,195,240.61
Less: Appropriated by expenditure bylaws for 2019 (No's 1-8), less GST	\$22,146,100.00	
Appropriations for 2019 Other Projects less GST	\$1,625,800.00	
		<u>\$ (23,771,900.00)</u>
Uncommitted balance		\$ 108,423,340.61

AND WHEREAS it is deemed desirable to expend \$6,830,000 to finance the 2019 February Engineering Capital Facilities Management projects (hereinafter called the "said works");

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CAPITAL WORKS, MACHINERY AND EQUIPMENT RESERVE FUND EXPENDITURE BYLAW NO. 10, 2019.**
2. The sum of \$6,830,000 is hereby appropriated from the said Reserve Fund to be expended for the said works.
3. Should any of the said sum of \$6,830,000 remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK

## CITY OF BURNABY

## BYLAW NO. 13998

A BYLAW authorizing the expenditure of monies in the  
Capital Works, Machinery and Equipment  
Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Works Financing Fund of Capital Works, Machinery and Equipment Reserve Fund (hereinafter called "the said Reserve Fund") established pursuant to Bylaw No. 7256 of \$108,423,340.61 as at the 20<sup>th</sup> day of January 2019, calculated as follows:

Balance in Fund at January 1, 2019		\$119,944,413.57
Add: Additions to the fund including interest earned to date		<u>12,250,827.04</u>
		\$132,195,240.61
Less: Appropriated by expenditure bylaws for 2019 (No's 1-8), less GST	\$22,146,100.00	
Appropriations for 2019 Other Projects less GST	\$1,625,800.00	
		<u>\$ (23,771,900.00)</u>
Uncommitted balance		\$ 108,423,340.61

AND WHEREAS it is deemed desirable to expend \$8,225,700 to finance the 2019 February Engineering Capital Infrastructure projects (hereinafter called the "said works");

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CAPITAL WORKS, MACHINERY AND EQUIPMENT RESERVE FUND EXPENDITURE BYLAW NO. 11, 2019.**
2. The sum of \$8,225,700 is hereby appropriated from the said Reserve Fund to be expended for the said works.
3. Should any of the said sum of \$8,225,700 remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK



**CITY OF BURNABY****BYLAW NO. 13999**

A BYLAW authorizing the expenditure of monies in the  
Capital Works, Machinery and Equipment  
Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Works Financing Fund of Capital Works, Machinery and Equipment Reserve Fund (hereinafter called "the said Reserve Fund") established pursuant to Bylaw No. 7256 of \$108,423,340.61 as at the 20<sup>th</sup> day of January 2019, calculated as follows:

Balance in Fund at January 1, 2019		\$119,944,413.57
Add: Additions to the fund including interest earned to date		<u>12,250,827.04</u>
		\$132,195,240.61
Less: Appropriated by expenditure bylaws for 2019 (No's 1-8), less GST	\$22,146,100.00	
Appropriations for 2019 Other Projects less GST	\$1,625,800.00	
		<u>\$ (23,771,900.00)</u>
Uncommitted balance		\$ 108,423,340.61

AND WHEREAS it is deemed desirable to expend \$1,375,000 to finance the 2019 Engineering Capital Transportation projects (hereinafter called the "said works");

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CAPITAL WORKS, MACHINERY AND EQUIPMENT RESERVE FUND EXPENDITURE BYLAW NO. 12, 2019.**
2. The sum of \$1,375,000 is hereby appropriated from the said Reserve Fund to be expended for the said works.
3. Should any of the said sum of \$1,375,000 remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK

**CITY OF BURNABY****BYLAW NO. 14000**

A BYLAW authorizing the expenditure of monies in the  
Capital Works, Machinery and Equipment  
Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Works Financing Fund of Capital Works, Machinery and Equipment Reserve Fund (hereinafter called "the said Reserve Fund") established pursuant to Bylaw No. 7256 of \$108,423,340.61 as at the 20<sup>th</sup> day of January 2019, calculated as follows:

Balance in Fund at January 1, 2019		\$119,944,413.57
Add: Additions to the fund including interest earned to date		<u>12,250,827.04</u>
		\$132,195,240.61
Less: Appropriated by expenditure bylaws for 2019 (No's 1-8), less GST	\$22,146,100.00	
Appropriations for 2019 Other Projects less GST	\$1,625,800.00	
		<u>\$ (23,771,900.00)</u>
Uncommitted balance		\$ 108,423,340.61

AND WHEREAS it is deemed desirable to expend \$1,240,000 to finance the 2019 February – Parks, Recreation and Cultural Services projects (hereinafter called the "said works");

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CAPITAL WORKS, MACHINERY AND EQUIPMENT RESERVE FUND EXPENDITURE BYLAW NO. 13, 2019.**
  
2. The sum of \$1,240,000 is hereby appropriated from the said Reserve Fund to be expended for the said works.
  
3. Should any of the said sum of \$1,240,000 remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK

## CITY OF BURNABY

## BYLAW NO. 14001

A BYLAW authorizing the expenditure of monies in the  
Capital Works, Machinery and Equipment  
Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Works Financing Fund of Capital Works, Machinery and Equipment Reserve Fund (hereinafter called "the said Reserve Fund") established pursuant to Bylaw No. 7256 of \$108,423,340.61 as at the 20<sup>th</sup> day of January 2019, calculated as follows:

Balance in Fund at January 1, 2019		\$119,944,413.57
Add: Additions to the fund including interest earned to date		<u>12,250,827.04</u>
		\$132,195,240.61
Less: Appropriated by expenditure bylaws for 2019 (No's 1-8), less GST	\$22,146,100.00	
Appropriations for 2019 Other Projects less GST	\$1,625,800.00	
		<u>\$ (23,771,900.00)</u>
Uncommitted balance		\$ 108,423,340.61

AND WHEREAS it is deemed desirable to expend \$383,200 to finance the 2019 February Engineering Capital Vehicle and Equipment projects (hereinafter called the "said works");

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CAPITAL WORKS, MACHINERY AND EQUIPMENT RESERVE FUND EXPENDITURE BYLAW NO. 14, 2019.**
2. The sum of \$383,200 is hereby appropriated from the said Reserve Fund to be expended for the said works.
3. Should any of the said sum of \$383,200 remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK

**CITY OF BURNABY**

**BYLAW NO. 14002**

A BYLAW authorizing the expenditure of monies in the  
Capital Works, Machinery and Equipment  
Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Works Financing Fund of Capital Works, Machinery and Equipment Reserve Fund (hereinafter called "the said Reserve Fund") established pursuant to Bylaw No. 7256 of \$108,423,340.61 as at the 20<sup>th</sup> day of January 2019, calculated as follows:

Balance in Fund at January 1, 2019		\$119,944,413.57
Add: Additions to the fund including interest earned to date		<u>12,250,827.04</u>
		\$132,195,240.61
Less: Appropriated by expenditure bylaws for 2019 (No's 1-8), less GST	\$22,146,100.00	
Appropriations for 2019 Other Projects less GST	\$1,625,800.00	
		<u>\$ (23,771,900.00)</u>
Uncommitted balance		\$ 108,423,340.61

AND WHEREAS it is deemed desirable to expend \$81,200 to finance the Burnaby Access Advisory Committee Capital projects (hereinafter called the "said works");

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CAPITAL WORKS, MACHINERY AND EQUIPMENT RESERVE FUND EXPENDITURE BYLAW NO. 15, 2019.**
  
2. The sum of \$81,200 is hereby appropriated from the said Reserve Fund to be expended for the said works.
  
3. Should any of the said sum of \$81,200 remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK



**CITY OF BURNABY**

**BYLAW NO. 13980**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw No. 9907 being Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 30, 1993

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 1, 2019.**

2. Bylaw No. 4742, as amended by Bylaw No. 9907, is further amended as follows:

(a) The Map (hereinafter called “Map “A””), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map “B””), marginally numbered REZ. 4163, annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in addition to the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or varied thereby, and the said Map ‘A’ shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said

Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.

(b) The Comprehensive Development Plan, more particularly described in Bylaw No. 9907, is amended as may be necessary by the development plan entitled “Stylus Made to Order Sofas” prepared by Taylor Kurtz Architecture and Design Inc. and on file in the office of the Director Planning and Building; and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plan as amended.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

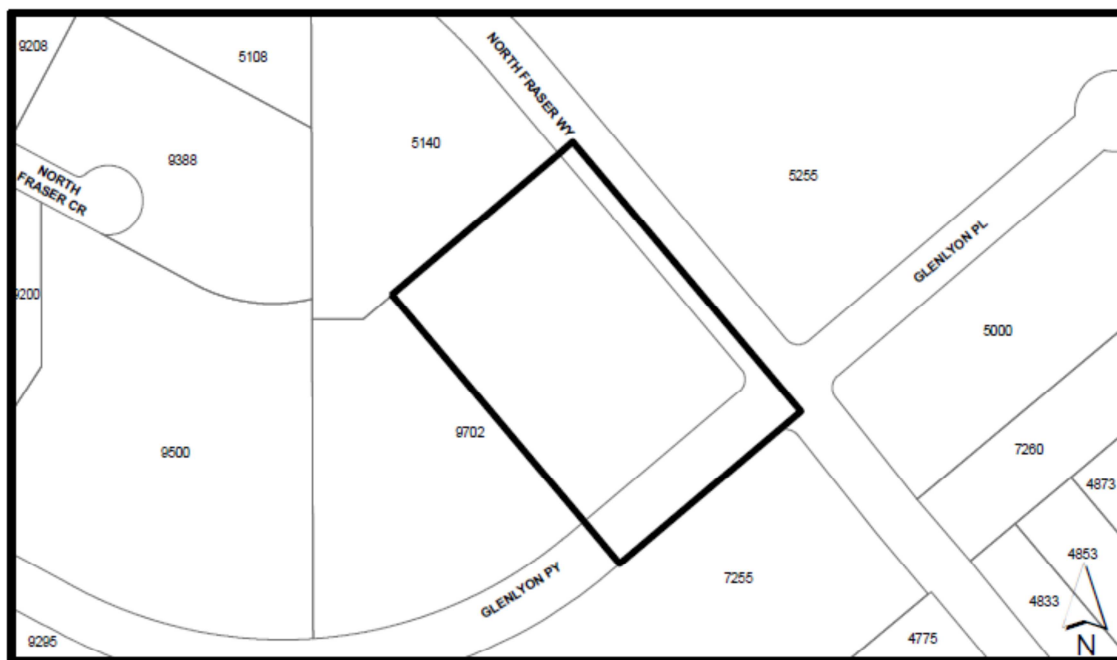
MAYOR

CLERK

BYLAW NUMBER 13980 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965

**REZ.18-36**


LEGAL: Rem Lot 2, DL 165, Group 1, NWD Plan BCP47254



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK (————) IS (ARE) REZONED

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 the Glenlyon Concept Plan guidelines and in accordance with the development plan entitled "Stylus Made to Order Sofas" prepared by Taylor Kurtz Architecture and Design Inc.)

	PLANNING AND BUILDING DEPARTMENT		
Date: JAN 25 2019	<b>OFFICIAL ZONING MAP</b>		
scale: 1:3,500			Map "B" No. REZ. 4163
Drawn By: AY			

**CITY OF BURNABY**

**BYLAW NO. 13981**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw Nos. 8354, 9472, 9782 and 11133 being Burnaby Zoning Bylaw 1965, Amendment Bylaw Nos. 18, 1985, 57, 1990, 40, 1992, and 29, 2000

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 2, 2019.**

2. Bylaw No. 4742, as amended by Bylaw Nos. 8354, 9472, 9782, and 11133, is further amended as follows:

(a) The Map (hereinafter called “Map ‘A’”), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map ‘B’”), marginally numbered REZ. 4164, annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in addition to the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or

varied thereby, and the said Map ‘A shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.

(b) The Comprehensive Development Plans, more particularly described in Bylaw Nos. 8354, 9472, 9782 and 11133, are amended as may be necessary by the development plan entitled “4260 Still Creek Drive Willingdon Park Phase 3” prepared by Hlynsky and Davis Architects Inc. and on file in the office of the Director Planning and Building; and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plans as amended.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

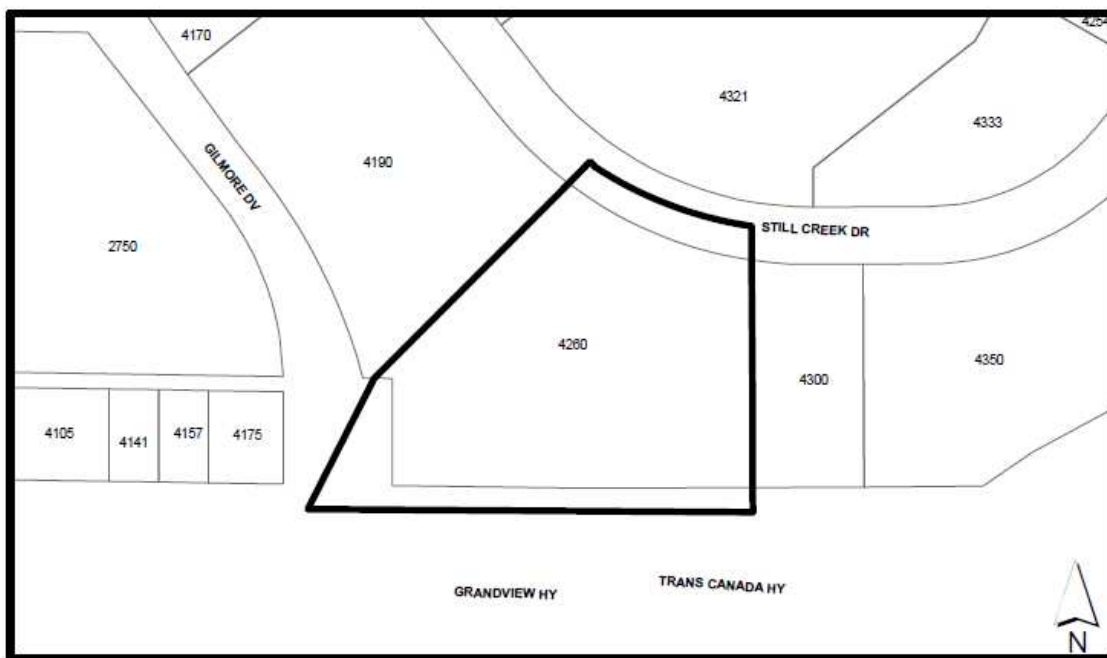
MAYOR

CLERK

BYLAW NUMBER 13981 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965

**REZ.18-45**


LEGAL: Lot B; D.L.'s 69 and 70 Plan LMP7609



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK (————) IS (ARE) REZONED

FROM: Amended CD M5 Light Industrial District

TO: Amended CD Comprehensive Development District (based on M5 Light Industrial District and Willingdon Business Park Community Plan guidelines, and in accordance with the development plan entitled "4260 Still Creek Drive Willingdon Park Phase 3" prepared by Hlynsky + Davis Architects Inc.)

	PLANNING AND BUILDING DEPARTMENT	
Date: JAN 25 2019	<p style="text-align: center;"><b>OFFICIAL ZONING MAP</b></p> <p style="text-align: right;"><b>Map "B"</b> <b>No. REZ. 4164</b></p>	
scale: 1:2,500		
Drawn By: AY		

**CITY OF BURNABY****BYLAW NO. 13982**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw No. 13482 being Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 17, 2015

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 3, 2019.**

2. Bylaw No. 4742, as amended by Bylaw No. 13482, is further amended as follows:

(a) The Map (hereinafter called “Map “A””), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map “B””), marginally numbered REZ. 4165, annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in addition to the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or varied thereby, and the said Map ‘A’ shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said

Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.

(b) The Comprehensive Development Plan, more particularly described in Bylaw No. 13482, is amended as may be necessary by the development plan entitled “4458 Beresford Street” prepared by IBI Group and Zhang Architecture Inc. and on file in the office of the Director Planning and Building; and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plan as amended.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

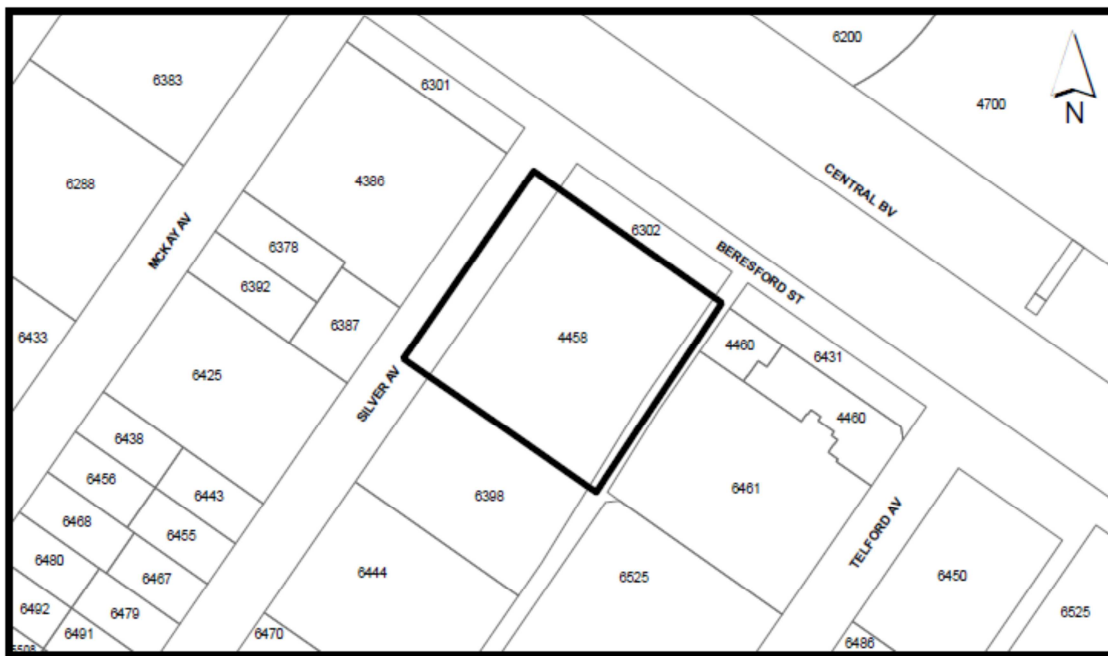
CLERK



BYLAW NUMBER 13982 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965

**REZ.17-05**


LEGAL: Lot B, DL 153, Group 1, NWD Plan EPP61157



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK (——) IS (ARE) REZONED

FROM: CD Comprehensive Development District (based on RM5s Multiple Family Residential District, C2 Community Commercial District and P1 Neighbourhood Institutional District)

TO: Amended CD Comprehensive Development District (based on RM5s Multiple Family Residential District, C2 Community Commercial District, P1 Neighbourhood Institutional District and Metrotown Downtown Plan guidelines and in accordance with the development plans entitled "4458 Beresford Street" prepared by IBI Group and Zhang Architecture Inc.)

	PLANNING AND BUILDING DEPARTMENT	
Date: MAY 26 2017	<p style="text-align: center;"><b>OFFICIAL ZONING MAP</b></p> <p style="text-align: right;"><b>Map "B"</b> <b>No. REZ. 4165</b></p>	
scale: 1:2,000		
Drawn By: SC		

**CITY OF BURNABY**

**BYLAW NO. 13983**

A BYLAW to amend the Zoning  
Bylaw provisions for cellars in certain  
R Districts

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 4, 2019.**
  
2. Burnaby Zoning Bylaw 1965, as amended, is further amended:
  - (a) at Section 6.9, by adding the following as subsection (6):

“(6) In the R1, R2, R3, R4, R5, and R9 Districts, on a lot developed with a single family dwelling a cellar exceeding a floor area of 32 m<sup>2</sup> (345 sq. ft.) shall meet the requirements of the British Columbia Building Code and all other requirements of this Bylaw for a secondary suite.”
  
  - (b) at Section 6.20, by adding the following as subsection (7):

“(7) Notwithstanding Section 6.20(6)(c), in the R1, R2, R3, R4, R5 and R9 Districts on a lot developed with a single family dwelling, a garage or carport located in a cellar shall be included as floor area of the cellar.”
  
  - (c) at Section 101.4, by repealing subsection (1) and replacing it with the following:

“(1) In an R1a District the gross floor area of all floors shall not exceed the floor area ratio of:

    - (a) 0.60 for lots having a width of 37 m (121.4 ft.) or more;
    - (b) 0.55 for lots having a width of less than 37 m (121.4 ft.) but

equal to or more than 35.35 m (116 ft.);

- (c) 0.50 for lots having a width of less than 35.35 m (116 ft.) but equal to or more than 34 m (111.6 ft.).”
  
- (d) at Section 101.4 by adding the following as subsection (4):
  - “(4) A cellar constructed in the R1 District shall not have a floor area, including a garage or carport, that exceeds the floor area of the storey next above it.”
  
- (e) at Section 101.5 by adding the following as subsection (4):
  - “(4) For a single family dwelling, other than one located in an R1a District, the floor area of a first storey located above a cellar shall not exceed the maximum floor area permitted under subsections (1) and (2) less 0.15 of the lot area.”
  
- (f) at Section 102.4 by repealing subsection (1) and replacing it with the following:
  - “(1) In an R2a District the gross floor area of all floors shall not exceed the floor area ratio of:
    - (a) 0.60 for lots having a width of 27.5 m (90.2 ft.) or more;
    - (b) 0.55 for lots having a width of less than 27.5 m (90.2 ft.) but equal to or more than 26.5 m (86.9 ft.);
    - (c) 0.50 for lots having a width of less than 26.5 m (86.9 ft.) but equal to or more than 25.5 m (83.7 ft.).”
  
- (g) at Section 102.4 by adding the following as subsection (4):
  - “(4) A cellar constructed in the R2 District shall not have a floor area, including a garage or carport, that exceeds the floor area of the storey next above it.”
  
- (h) at Section 102.5 by adding the following as subsection (4):
  - “(4) “For a single family dwelling other than one located in an R2a District, the floor area of a first storey located above a cellar shall not exceed the maximum floor area permitted under subsections (1) and (2) less 0.15 of the lot area.”
  
- (i) at Section 103.4 by repealing subsection (1) and replacing it with the following:

“(1) In an R3a District the gross floor area of all floors shall not exceed the floor area ratio of:

- (a) 0.60 for lots having a width of 22.5 m (73.8 ft.) or more;
- (b) 0.55 for lots having a width of less than 22.5 m (73.8 ft.) but equal to or more than 21.8 m (71.5 ft.);
- (c) 0.50 for lots having a width of less than 21.8 m (71.5 ft.) but equal to or more than 21 m (68.9 ft.)”

(j) at Section 103.4 by adding the following as subsection (4):

“(4) “A cellar constructed in the R3 District shall not have a floor area, including a garage or carport, that exceeds the floor area of the storey next above it.”

(k) at Section 103.5 by adding the following as subsection (4):

“(4) For a single family dwelling, other than one located in an R3a District, the floor area of a first storey located above a cellar shall not exceed the maximum floor area permitted under subsections (1) and (2) less 0.15 of the lot area.”

(l) at Section 104.4 by repealing subsection (1) and replacing it with the following:

- “(1) The density of development shall not exceed:
- (a) in an R4 District on a lot developed with a two-family dwelling, the lesser of a floor area ratio of 0.60 or 440 m<sup>2</sup> (4736.1 sq. ft.).
  - (b) in an R4a District, a floor area ratio of:
    - i. 0.60 for lots having a width of 27.5 m (90.2 ft.) or more;
    - ii. 0.55 for lots having a width of less than 27.5 m (90.2 ft.) but equal to or more than 26.3 m (86.3 ft.);
    - iii. 0.50 for lots having a width of less than 26.3 m (86.3 ft.) but equal to or more than 25.5 m (83.7 ft.)”.

(m) at Section 104.4 by adding the following as subsection (4):

“(4) A cellar constructed in the R4 District shall not have a floor area, including a garage or carport, that exceeds the floor area of the storey next above it.”

(n) at Section 104.5 by adding the following as subsection (6)

“(6) For a single family dwelling, other than one located in an R4a District,

the floor area of a first storey located above a cellar shall not exceed the maximum floor area permitted under subsections (1) and (2) less 0.15 of the lot area.”

- (o) at Section 105.4 by repealing subsection (1) and replacing it with the following:

- “(1) The density of development shall not exceed:
  - (a) in an R5 District on a lot developed with a two-family dwelling, the lesser of a floor area ratio of 0.60 or 370 m<sup>2</sup> (3982.6 sq. ft.).
  - (b) in an R5a District, a floor area ratio of:
    - i. 0.60 for lots having a width of 22.5 m (73.8 ft.) or more;
    - ii. 0.55 for lots having a width of less than 22.5 m (73.8 ft.) but equal to or more than 21.8 m (71.5 ft.);
    - iii. 0.50 for lots having a width of less than 21.8 m (71.5 ft.) but equal to or more than 21 m (68.9 ft.)”.

- (p) at Section 105.4 by adding the following as subsection (4):

- “(4) A cellar constructed in the R5 District shall not have a floor area, including a garage or carport, that exceeds the floor area of the storey next above it.”

- (q) at Section 105.5 by adding the following as subsection (6):

- “(6) For a single family dwelling, other than one located in an R5a District, the floor area of a first storey located above a cellar shall not exceed the maximum floor area permitted under subsections (1) and (2) less 0.15 of the lot area.”

- (r) at Section 109.4 by repealing subsection (1) and replacing it with the following:

- “(1) In an R9a District, the gross floor area of all floors shall not exceed the floor area ratio of 0.60.”

- (s) at Section 109.4 by adding the following as subsection (4)

- “(4) A cellar constructed in the R9 District shall not have a floor area, including a garage or carport, that exceeds the floor area of the storey

next above it.”

(t) at Section 109.5 by adding the following as subsection (4):

“(4) For a single family dwelling, other than one located in an R9a District, the floor area of a first storey located above a cellar shall not exceed the maximum floor area permitted under subsections (1) and (2) less 0.15 of the lot area.”

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time	day of	2019
Reconsidered and adopted this	day of	2019

MAYOR

CLERK

**CITY OF BURNABY**

**BYLAW NO. 13951**

A BYLAW to amend Bylaw No. 4742, being Burnaby Zoning Bylaw 1965, as amended by Bylaw No. 7313, 9907 and 13800 being Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 1, 1979, 30, 1993, and 33, 2017

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 892 and 893 of the *Local Government Act*, R.S.B.C. 1996;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 45, 2018.**

2. Bylaw No. 4742, as amended by Bylaw No. 7313, 9907, and 13800, is further amended as follows:

(a) The Map (hereinafter called "Map 'A'"), attached to and forming an integral part of Bylaw No. 4742, being "Burnaby Zoning Bylaw 1965", and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called "Map 'B'"), marginally numbered REZ. 4157, annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map 'B'; and the various boundaries and districts shown upon said Map 'B' respectively are an amendment of and in addition to the respective districts, designated and marked on said Map 'A' insofar as the same are changed, modified or

varied thereby, and the said Map 'A' shall be deemed to be and is hereby declared to be amended accordingly and the said Map 'B' is hereby declared to be and shall form an integral part of said Map 'A', as if originally incorporated therein and shall be interpreted accordingly.

(b) The Comprehensive Development Plans, more particularly described in Bylaw Nos. 7313, 9907 and 13800, are amended as may be necessary by the development plan entitled “Coanda Research & Development Corporation 5140 North Fraser Way” prepared by Taylor Kurtz Architecture and Design Inc. and on file in the office of the Director Planning and Building; and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plan as amended.

Read a first time this	day of	2018
Read a second time this	day of	2018
Read a third time this	day of	2018
Reconsidered and adopted by Council this	day of	2018

MAYOR

CLERK





## INTER-OFFICE COMMUNICATION

**TO:** CITY CLERK **DATE:** 2019 March 06

**FROM:** DIRECTOR PLANNING AND BUILDING

**SUBJECT:** **REZONING REFERENCE #18-42**  
**BYLAW 13951, AMENDMENT BYLAW NO. 45/2018**  
**Addition of Floor Area**  
**Third Reading and Final Adoption**

**ADDRESS:** 5140 North Fraser Way

**LEGAL:** Lot 1, DL 165, Group 1, NWD Plan EPP79251

**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.)

The following information applies to the subject rezoning bylaw:

- a) First Reading given on 2018 November 26;
- b) Public Hearing held on 2018 December 11; and,
- c) Second Reading given on 2019 January 28.

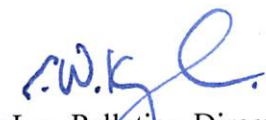
The prerequisite conditions have been satisfied as follows:

- a) The submission of a suitable plan of development.
  - *A complete suitable plan of development has been submitted.*
- b) The deposit of the applicable GVS & DD Sewerage Charge.
  - *The required deposit has been made to meet this prerequisite.*

As the prerequisite conditions to this rezoning are now complete as outlined, could you please arrange to return this amendment bylaw to Council for Consideration and Third Reading, and Reconsideration and Final Adoption on 2019 March 11.

City Clerk  
Director Planning and Building  
Third Reading and Final Adoption  
2019 March 06 .....Page 2

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

  
Lou Pelletier, Director  
PLANNING AND BUILDING

SMN:rh  
*Attachment*

cc: City Manager

P:\49500 REZONING\20 APPLICATIONS\2018\18-42 5140 N. FRASER WAY\REZONING REFERENCE 18-42 THIRD READING.DOCX

**BURNABY ZONING BYLAW 1965, AMENDMENT  
BYLAW NO. 13924 - BYLAW NO. 32, 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.)

The purpose of the proposed zoning 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.

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 WANG

THAT this Public Hearing for Rez. #18-42, Bylaw #13951 be terminated.

CARRIED UNANIMOUSLY

p:\49500 rezoning\20 applications\2018\18-42 5140 n. fraser way\pub hrg mins form 18-42.docx



**· INTER-OFFICE COMMUNICATION**

**TO:** CITY CLERK **DATE:** 2019 March 06

**FROM:** DIRECTOR PLANNING AND BUILDING

**SUBJECT:** **REZONING REFERENCE # 15-48**  
**BYLAW 13752, AMENDMENT BYLAW NO. 18/17**  
**Three-Storey Townhouse Development**  
**Final Adoption**

**ADDRESS:** 7349 Gilley Avenue

**LEGAL:** Lot 1, DL 97, Group 1, NWD Plan 4674

**FROM:** 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 "Multiple Family Development, 7349 Gilley Avenue, Burnaby, B.C." prepared by Wilson Chang Architect Inc.)

The following information applies to the subject rezoning bylaw:

- a) First Reading given on 2017 May 15;
- b) Public Hearing held on 2017 May 30;
- c) Second Reading given on 2017 June 12; and,
- d) Third Reading given on 2018 June 25.

The prerequisite conditions have been completely 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 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 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 April 09.*
- 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.
- *The applicant has agreed to this prerequisite in a letter dated 2018 April 09.*
- e. The dedication of any rights-of-way deemed requisite.
- *There are no rights-of-way required in connection with this rezoning.*
- f. The granting of any necessary statutory rights-of-way, easements and/or covenants.
- *The requisite covenant plans have been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption.*
- g. The granting of any necessary Section 219 Covenants including:
- restricting enclosure of balconies;
  - ensuring compliance with the approved acoustical study; and,
  - ensuring that handicap accessible parking stalls be held in common property to be administered by the Strata Corporation.
  - *The required covenants have been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption.*
- h. Compliance with the guidelines for underground parking for residential visitors.
- *The applicant has agreed to this prerequisite in a letter dated 2018 April 09 and the necessary provisions are indicated on the development plans.*
- i. The review of a detailed Sediment Control System by the Director Engineering.
- *The applicant has submitted the required Sediment Control System plans for approval by the Engineering Environmental Services Division and has agreed in a letter dated 2018 April 09 to install the system as approved prior to commencing construction.*
- j. The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.
- *The necessary provisions are indicated on the development plans and the applicant*

*has submitted a letter of undertaking dated 2018 April 09 committing to implement the solid waste and recycling provisions.*

- k. 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.
  - *This provision is indicated on the development plans and the applicant has submitted a letter dated 2018 April 09 agreeing to meet this prerequisite.*
  
- l. 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 of undertaking dated 2018 April 09 committing to implement the recycling provisions.*
  
- m. The submission of a Site Profile and resolution of any arising requirements.
  - *The applicant has submitted the required Site Profile. No remedial works are required in connection with the proposed development.*
  
- n. The pursuance of Storm Water Management Best Practices in line with established guidelines.
  - *The applicant has agreed to this prerequisite in a letter dated 2018 April 09 and the required covenant has been submitted in registerable form and will be deposited in the Land Title Office prior to Final Adoption.*
  
- o. The provision of facilities for cyclists in accordance with this report.
  - *This provision is indicated on the development plans and the applicant has submitted a letter dated 2018 April 09 agreeing to meet this prerequisite.*
  
- p. Compliance with the Council-adopted sound criteria.
  - *The applicant has submitted an acoustic study which has been accepted by Engineering Environmental Services Division and submitted a letter dated 2018 April 09 agreeing to comply with the Council-adopted sound criteria.*
  
- q. The undergrounding of existing overhead wiring abutting the site.
  - *The applicant has agreed to this prerequisite in a letter dated 2018 April 09 and has deposited the necessary funds to guarantee the completion of this prerequisite.*

City Clerk  
Director Planning and Building  
Reconsideration and Final Adoption  
2019 March 06.....Page 4

- r. The deposit of the applicable Parkland Acquisition Charge.
  - *The required deposit has been made to meet this prerequisite.*
- s. The deposit of the applicable GVS & DD Sewerage Charge.
  - *The required deposit has been made to meet this prerequisite.*
- t. The deposit of the applicable School Site Acquisition Charge.
  - *The required deposit has been made to meet this prerequisite.*
- u. 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 2018 April 09 and the area plan notification signs are in place.*

As the prerequisite conditions to this rezoning are now complete, could you please arrange to return this amendment bylaw to Council for Reconsideration and Final Adoption on 2019 March 11.



Lou Pelletier, Director  
PLANNING AND BUILDING

GT:rh

**CITY OF BURNABY**

**BYLAW NO. 13897**

A BYLAW to amend Bylaw No. 4742, being  
Burnaby Zoning Bylaw 1965

WHEREAS application for rezoning has been made to the Council;

AND WHEREAS the Council has held a public hearing thereon after duly giving notice of the time and place of such hearing as prescribed by Sections 466 and 467 of the *Local Government Act*, R.S.B.C. 2015;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ZONING BYLAW 1965, AMENDMENT BYLAW NO. 18, 2018.**
  
2. The Map (hereinafter called “Map ‘A’”), attached to and forming an integral part of Bylaw No. 4742, being “Burnaby Zoning Bylaw 1965”, and designated as the Official Zoning Map of the City of Burnaby, is hereby amended according to the Map (hereinafter called “Map ‘B’”), marginally numbered REZ. 4135 annexed to this Bylaw, and in accordance with the explanatory legend, notations, references and boundaries designated, described, delimited and specified in particularity shown upon said Map ‘B’; and the various boundaries and districts shown upon said Map ‘B’ respectively are an amendment of and in substitution for the respective districts, designated and marked on said Map ‘A’ insofar as the same are changed, modified or varied thereby, and the said Map ‘A’ shall be deemed to be and is hereby declared to be amended accordingly and the said Map ‘B’ is hereby declared to be and shall form an integral part of said Map ‘A’, as if originally incorporated therein and shall be interpreted accordingly.



3. The Comprehensive Development Plan entitled “MIXED-USE COMMERCIAL AND RESIDENTIAL PROJECT – 4354 HASTINGS STREET, BURNBY, BC”, prepared by CHRIS DIKEAKOS ARCHITECTS INC. and on file in the office of the Director Planning and Building, is deemed to be attached to and form part of this Bylaw and any development on the lands rezoned by this Bylaw shall be in conformity with the said Comprehensive Development Plan.

Read a first time this	day of	2018
Read a second time this	day of	2018
Read a third time this	day of	2018
Reconsidered and adopted by Council this	day of	2018

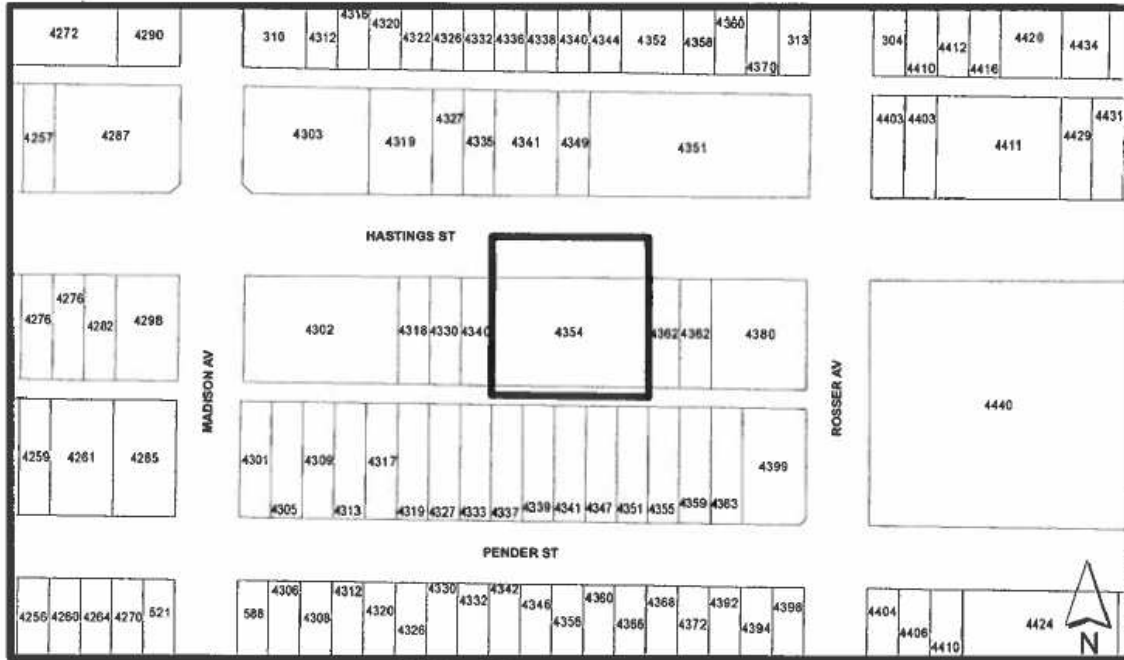
MAYOR

CLERK

BYLAW NUMBER 13897 BEING A BYLAW TO AMEND BYLAW NUMBER 4742 BEING BURNABY ZONING BYLAW 1965

**REZ.12-11**


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



THE AREA(S) SHOWN ABOVE OUTLINED IN BLACK (————) IS (ARE) REZONED

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.)

	PLANNING AND BUILDING DEPARTMENT	
	<b>OFFICIAL ZONING MAP</b>	Map "B"
		No. REZ. 4135
Date: MAY 24 2018 scale: 1:2,000 Drawn By: AY		



**INTER-OFFICE COMMUNICATION**

**TO:** CITY CLERK 2019 March 06

**FROM:** DIRECTOR PLANNING AND BUILDING

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

**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 – 4356 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;
- c) Second Reading given on 2018 July 09; and,
- d) Third Reading given on 2018 November 26.

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

City Clerk  
Rezoning Reference #12-11  
Final Adoption  
2019 March 06..... Page 2

- *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 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 in registerable form 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 requisite covenants have been submitted in registerable form 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 in registerable form 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 submitted engineering design drawings and 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. No remedial works are required in connection with the proposed development.*

City Clerk  
Rezoning Reference #12-11  
Final Adoption  
2019 March 06..... Page 3

i) 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 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 has deposited the necessary funds to guarantee the completion of this prerequisite.*

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 required deposit has been made to meet this prerequisite.*

o) The deposit of the applicable GVS & DD Sewerage Charge.

- *The required deposit has been made to meet this prerequisite.*

p) The deposit of the applicable School Site Acquisition Charge.

- *The required deposit has been made to meet this prerequisite.*

q) 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

City Clerk  
Rezoning Reference #12-11  
Final Adoption  
2019 March 06..... Page 4

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 complete, could you please arrange to return this amendment bylaw to Council for Reconsideration and Final Adoption on 2019 March 11.

  
Lou Pelletier, Director  
PLANNING AND BUILDING

DR:rh

P:\49500 Rezoning\20 Applications\2012\Rez 12-11\_Legion\Council Reports\Rezoning Reference 12-11 Final Adoption 20190225.doc

**CITY OF BURNABY****BYLAW NO. 13991**

A BYLAW authorizing the expenditure of monies in the  
Capital Works, Machinery and Equipment  
Reserve Fund

WHEREAS there is an unappropriated balance in the Capital Works Financing Fund of Capital Works, Machinery and Equipment Reserve Fund (hereinafter called "the said Reserve Fund") established pursuant to Bylaw No. 7256 of \$108,595,213.57 as at the 31st day of December 2018, calculated as follows:

Balance in Fund at January 1, 2018		\$73,290,234.45
Add: Additions to the fund including interest earned to date		<u>94,721,679.12</u>
		\$168,011,913.57
Less: Appropriated by expenditure bylaws for 2018 (No's 1-33), less GST	\$55,595,900.00	
Appropriations for 2018 Other Projects less GST	\$1,625,800.00	
Appropriated by expenditure bylaws for 2019 (No. 1), less GST	\$2,195,000.00	
		<u>\$ (59,416,700.00)</u>
Uncommitted balance		\$ 108,595,213.57

AND WHEREAS it is deemed desirable to expend \$1,708,200 to finance the 2019 Engineering Capital Infrastructure Projects – Metro Vancouver Douglas Main (hereinafter called the "said works");

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY CAPITAL WORKS, MACHINERY AND EQUIPMENT RESERVE FUND EXPENDITURE BYLAW NO. 9, 2019.**

2. The sum of \$1,708,200 is hereby appropriated from the said Reserve Fund to be expended for the said works.

3. Should any of the said sum of \$1,708,200 remain unexpended after the expenditures hereby authorized have been made, any unexpended balance shall be returned to the credit of the said Reserve Fund.

Read a first time this	day of	2019
Read a second time this	day of	2019
Read a third time this	day of	2019
Reconsidered and adopted by Council this	day of	2019

MAYOR

CLERK



**NOTICE OF MOTION**  
**2019 MARCH 11**

**Hospital Parking**

THAT this proposal on Hospital Pay Parking be **REFERRED** to staff with the intent of bringing a report to the Planning and Development Committee with options regarding street parking around the hospital.

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

**NOTICE OF MOTION  
2019 MARCH 11**

**Non-Market Housing**

WHEREAS there are more than 1000 units of non-market rental housing currently in various stages of development within the City; and

WHEREAS the affordability of rents in these projects will be partially dependent on reducing the cost of construction and the subsequent mortgage;

THEREFORE BE IT RESOLVED that Council request staff to prepare a report on the advisability and feasibility of the City amending the Housing Benefit Policy to include the allocation of a cash contribution of up to \$20,000 per unit of each new non-market housing project. And that staff report their recommendation to the Planning and Development Committee in timely manner, in order to be able to assist current non-profits proponents with planning for their developments; and

BE IT FURTHER RESOLVED that the report includes the estimated impact on the rental rates for units in receipt of a cash contribution.

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