CITY COUNCIL MEETING
A G E N D A

Monday, May 4, 2020, 4:00 p.m.
Council Chamber, City Hall
4949 Canada Way, Burnaby, BC

Pages

1. CALL TO ORDER

2. MINUTES

   2.1 Open Council Meeting held 2020 April 27 — 3

3. REPORT

   3.1 Financial Management Committee - Re: Operating Housing Reserve — 18

4. BYLAWS

   4.1 FIRST, SECOND AND THIRD READING, AND RECONSIDERATION AND FINAL ADOPTION

   (Ministerial Order No. M083/2020)

   4.1.1 #14152 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 17, 2020 — 21

   $827,800 to finance 2020 April Engineering capital infrastructure improvement projects

   (Item 5.3., FMC Report, Council 2020 April 27)

   4.1.2 #14153 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 18, 2020 — 23

   $400,000 to finance the Information Technology Capital Program

(Item 5.6., FMC Report, Council 2020 April 27)

4.1.3 **#14154 - Burnaby Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 19, 2020** 25

$100,000 to finance Riverway Golf Course Clubhouse - Kitchen Upgrades

(Item 6.1., Manager's Report, Council 2020 April 27)

5. NEW BUSINESS 27

6. INQUIRIES

7. ADJOURNMENT

COUNCIL MEETING

M I N U T E S

Monday, April 27, 2020, 5:00 p.m.
Council Chamber, City Hall
4949 Canada Way, Burnaby, BC

PRESENT:

His Worship, Mayor Mike Hurley
Councillor Pietro Calendino
Councillor Sav Dhaliwal
Councillor Dan Johnston *(participated electronically)*
Councillor Colleen Jordan *(participated electronically)*
Councillor Joe Keithley
Councillor Paul McDonell *(participated electronically)*
Councillor James Wang

Councillor Nick Volkow *(due to illness)*

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. Ed Kozak, 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
Ms. Nikolina Vracar, Administrative Officer 2

1. CALL TO ORDER

His Worship, Mayor Mike Hurley, called the Open meeting to order at 5:02 p.m. and conducted the roll call. Due to the COVID-19 pandemic, members of Council with the exception of the Chair, Mayor Mike Hurley, and Councillors Calendino, Dhaliwal, Keithley and Wang, participated by electronically.

For the benefit of the Council members that were participating by electronic means, Mayor Mike Hurley reviewed the staff members present at the meeting.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR KEITHLEY

THAT the Open Council meeting do now reconvene at 5:03 p.m.

CARRIED UNANIMOUSLY

His Worship, Mayor Mike Hurley, recognized the ancestral and unceded homelands of the hən̓q̓əmin̓əm̓ and Sḵwx̱wú7mesh speaking peoples, and extended appreciation for the opportunity to hold a meeting on this shared territory.

2. MINUTES

2.1 Open Council Meeting held 2020 April 20

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the minutes of the Open Council meeting held on 2020 April 20 be now adopted.

CARRIED UNANIMOUSLY

3. PROCLAMATIONS

3.1 Burnaby Youth Week (2020 May 1-7)

Councillor Paul McDonell, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May 1-7 as ***"Burnaby Youth Week"*** in the City of Burnaby.

3.2 Cystic Fibrosis Awareness Month (2020 May)

Councillor Joe Keithley, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May as ***"Cystic Fibrosis Awareness Month"*** in the City of Burnaby.

3.3 Day of Mourning (2020 April 28)

Councillor Pietro Calendino, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 April 28 as ***"Day of Mourning"*** in the City of Burnaby.

A minute of silence was observed in remembrance of workers killed or injured on the job.

3.4 Essential Workers Week (2020 May 3-9)

Councillor Sav Dhaliwal, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May 3-9 as ***"Essential Workers Week"*** in the City of Burnaby.

3.5 Melanoma Awareness Month (2020 May)

Councillor Colleen Jordan, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May as ***"Melanoma Awareness Month"*** in the City of Burnaby.

3.6 Neighbourhood House Week (2020 May 3-9)

Councillor James Wang, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May 3-9 as ***"Neighbourhood House Week"*** in the City of Burnaby.

4. CORRESPONDENCE

4.1 Councillor Colleen Jordan - Re: Critique of the Burnaby Fire Department 2019 Needs Assessment Study

Correspondence was received from Councillor Colleen Jordan critiquing the Burnaby Fire Department 2019 Needs Assessment Study in response to the report received at the 2020 April 20 Council meeting for information.

A note from the Director Public Safety and Community Services advised that the letter will be taken into consideration by staff as the recommendations from the service review are prioritized and submitted to Council for approval as part of the budget approval process.

5. REPORTS

5.1 Audit Committee - Re: 2019 Annual Municipal Report

The Audit Committee presented Council with the 2019 Annual Municipal Report, which include the audited Consolidated Financial Statements.

The Audit Committee recommended:

1. THAT Council receive the City of Burnaby 2019 Annual Municipal Report, which includes the audited Consolidated Financial Statements for the year ended 2019 December 31.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Audit Committee be adopted.

CARRIED UNANIMOUSLY

5.2 Financial Management Committee - Re: Property Tax Due Date and Penalty Application Options

The Financial Management Committee submitted a report seeking Council approval on a property tax due date and applicable penalties for 2020.

The Financial Management Committee recommended:

1. THAT Council approve Option 4.2, delaying penalty charges only, as outlined in the report.

2. THAT Council authorize staff to bring forward the necessary bylaw amendments for the approved option to the Open Council Meeting on 2020 May 11.

3. THAT staff be directed to reduce the property tax rate increase from 3.5% to 1.75% for the Annual Financial Plan to be presented to Council on 2020 May 11.

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Financial Management Committee be adopted.

DIVISION

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations No. 1 and No. 2 of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR WANG

THAT the recommendation No. 3 of the Financial Management Committee be adopted.

CARRIED

(Opposed: Councillors Johnston and Jordan)

5.3 Financial Management Committee - Re: 2020 April Engineering Capital Infrastructure Bylaw Funding Request

The Financial Management Committee submitted a report seeking Council authorization for the use of Waterworks Utility and Sanitary Sewer Reserves, and a Capital Reserve Fund Bylaw to finance 2020-2024 Engineering capital infrastructure projects.

The Financial Management Committee recommended:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of $827,800, the use of Sanitary Sewer Capital Reserves in the amount of $475,700, and the use of Waterworks Utility Capital Reserves in the amount of $421,500 to finance Engineering capital infrastructure improvement projects, as outlined in the report.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

5.4 Financial Management Committee - Re: Insurance Contract Renewals - Nine Programs

The Financial Management Committee submitted a report seeking Council approval to award insurance contracts for the annual property and liability insurance programs.

The Financial Management Committee recommended:

1. THAT Council approve the award of nine contracts of insurance, as outlined in the report. The total amount payable to Marsh Canada Limited is $1,111,919 to fund the insurance premiums for all nine contracts.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

5.5 Financial Management Committee - Re: Heights Merchants Association Business Improvement Area - 2020 Advance

The Financial Management Committee submitted a report seeking Council approval for an advance of funds to the Heights Merchants Association.

The Financial Management Committee recommended:

1. THAT Council approve an advance of $60,000 to the Heights Merchants Association for 2020 to bridge the gap between expenditures and receipt of the tax levy, as outlined in the report.

2. THAT a copy of the report be provided to the Heights Merchants Association.

MOVED BY COUNCILLOR WANG
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

5.6 Financial Management Committee - Re: April 2020 Information Technology Capital Program

The Financial Management Committee submitted a report seeking Council authorization for a Capital Reserve Fund Bylaw to finance the 2020 Information Technology capital program, as outlined in the report.

The Financial Management Committee recommended:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of $400,000 to finance the information technology capital program, as outlined in the report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendation of the Financial Management Committee be adopted.

CARRIED UNANIMOUSLY

5.7 City Manager's Report, 2020 April 27

The City Manager submitted a report dated 2020 April 27 on the following matters:

6. MANAGER'S REPORTS

6.1 2020 APRIL - PARKS, RECREATION AND CULTURAL SERVICES CAPITAL FUNDING BYLAW

The City Manager submitted a report from the Director Parks, Recreation and Cultural Services seeking Council authorization for a Capital Reserve Fund Bylaw to finance the Riverway Golf Course Clubhouse - Kitchen Upgrades project.

The City Manager recommended:

1. THAT Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of $100,000 to finance the project outlined in the report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.2 STRATA TITLE CONVERSION APPLICATION #19-01 - 3653 WAYBURNE DRIVE

The City Manager submitted a report from the Director Planning and Building seeking Council's final approval to stratify the existing occupied industrial building.

The City Manager recommended:

1. THAT Strata Titling of 3653 Wayburne Drive be approved, subject to complete satisfaction of the requirements of the Strata Title Conversion Application STR#19-01, to permit the conversion of the existing units within an occupied industrial building into four Strata Title Units.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.3 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 consideration:

6.3.1 **Rez. #18-49 (6645, 6659, 6675, 6691 Dow Avenue)**

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 JOHNSTON
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.3.2 **Rez. #20-01 (4272 Albert Street)**

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 KEITHLEY
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.3.3 **Rez. #20-02 (5942 Winch Street and a portion of 6055 Halifax Street)**

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 JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

7. BYLAWS

7.1 CONSIDERATION AND THIRD READING

7.1.1 #13924 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 32, 2018 - Rez. #16-38 (7422 & 7270 Buller Avenue)

7.1.2 #13972 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 48, 2018 - Rez. #17-33 (2250 Yukon Cr., 4827/29, Ptn. 4828 Dawson St., 2235/85, Ptn. 2311 Delta Ave., and Ptn. 2316 Beta Ave.)

7.1.3 #14048 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 25, 2019 - Rez. #19-04 (5097 Canada Way)

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

THAT the Bylaw No. 13924, 13972 and 14848 be now read a third time.

DIVISION

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

THAT the Bylaw No. 13924 and 13972 be now read a third time.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the Bylaw No. 14048 be now read a third time.

CARRIED

(Opposed: Councillors Johnston and Jordan)

7.2 RECONSIDERATION AND FINAL ADOPTION

7.2.1 #14131 - Burnaby Highway Closure Bylaw No. 1, 2020

7.2.2 #14138 - Burnaby Inter-municipal TNS Business Licence Agreement Bylaw 2020

7.2.3 #14139 - Burnaby Inter-municipal TNS Business Licence Bylaw 2020

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR KEITHLEY

THAT the Bylaw No. 14131, 14138 and 14139 be now reconsidered and finally adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

7.3 ABANDONMENT

7.3.1 #13877 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 15, 2018 - Rez. #17-26 (6525 Telford Avenue)

7.3.2 #13916 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 28, 2018 - Rez. #17-27 (6444 Willingdon Avenue and 4241 Maywood Street)

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the Bylaw No. 13877 and 13916 be now abandoned.

CARRIED UNANIMOUSLY

8. NEW BUSINESS

Councillor Johnston - Notice of Motion - Temporary Reduction of Monthly Stipend

Councillor Johnston submitted a Notice of Motion regarding a temporary reduction of the monthly stipend of Council, and requested Council consider waiving notice on the motion.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the Notice of the Motion be now waived.

CARRIED UNANIMOUSLY

With notice waived, the motion was then put:

MOVED BY COUNCILLOR JOHNSTON
SECONDED BY COUNCILLOR JORDAN

WHEREAS the World Health Organization has proclaimed a world pandemic known as COVID-19 or coronavirus which is impacting the respiratory health and economies of most nations worldwide; and

WHEREAS Canadian and British Columbian Public Health officials have issued orders requiring citizens and employers to practice social distancing in the workplace and/or to restrict operations to those services essential to permit citizens to stay home and practice social distancing; and

WHEREAS the reduction of services mandated by these Federal and Provincial orders have resulted in the closure of most City of Burnaby services, most notably, City Hall, recreation centres, arenas, swimming pools, golf courses and libraries; and

WHEREAS these closures have resulted in unprecedented monthly revenue reductions to the City exceeding 5.0 million per month in lost services and fees; and

WHEREAS senior governments and Public Health officials are unable to offer a reliable date certain as to when the City can expect to return its service levels to a normal level; and

WHEREAS arising from this unprecedented loss, the City of Burnaby has notified 1,523 employees of the City, who are members of the Canadian Union of Public Employees Local 23, that they are subject to layoff as of May 26, 2020 unless operations are permitted to return to normal; and

WHEREAS as a municipal government, the City of Burnaby is currently ineligible for Federal assistance programs to maintain workers thereby resulting in affected employees having to apply for Employment Insurance or the Canada Emergency Response Benefit program resulting in a loss in income to the affected individuals; and

WHEREAS private sector and NGO employers are eligible to receive subsidies whereby they can retain their employees and fully pay them;

THEREFORE BE IT RESOLVED that Burnaby Council hereby votes to temporarily reduce its monthly stipend by ten percent in solidarity with our employees affected by this unprecedented world event; and

THEREFORE BE IT RESOLVED that this reduction become effective on May 26, 2020 and last for the period of affected layoffs ending on the date of recall for the majority of affected employees.

AMENDED

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Notice of Motion be **AMENDED** to read as follows:

THEREFORE BE IT RESOLVED that Burnaby Council hereby votes to temporarily reduce its monthly stipend by ten percent in solidarity with our employees affected by this unprecedented world event, and that the amount withdrawn be directed to Burnaby's Food Security or non-profit agencies that distribute food to the needy during the COVID-19 pandemic; and

THEREFORE BE IT RESOLVED that this reduction become effective immediately and for the next 6 months.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the Notice of Motion be adopted, **AS AMENDED.**

CARRIED UNANIMOUSLY

His Worship, Mayor Mike Hurley - BC Achievement Community Award

His Worship, Mayor Mike Hurley, announced that Gloria Kravac, Burnaby resident, is one of 25 outstanding British Columbians who are being celebrated for their contributions in building better, stronger and more resilient communities. At 91 years, Gloria inspires seniors to connect with others and enjoy life as a Citizen Support Services volunteer. Gloria has a long-lasting history of volunteering in Burnaby. She served as the first Chair of the Voices of Burnaby Seniors Task Force, and later as Co-Chair of its Seniors Transportation Committee. Gloria's past service also includes serving on the Better at Home Advisory Committee and Dementia Friendly Communities for the City of Burnaby. Mayor Hurley, on behalf of Council, congratulated Ms. Kravac on receiving the BC Achievement Community Award, and thanked her for her outstanding dedication and service to the community.

His Worship, Mayor Hurley - Changes to Meeting Schedule

Due to the continuation of health orders as a result of the COVID-19 pandemic, the following motion was introduced:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

1. THAT the Standing Committees be reinstated as of May 2020, to meet at the call of Chair or in accordance with the previously approved 2020 meeting schedule.

2. THAT all Select Committees and Commissions continue to be suspended to the end of May, with the exception of the Burnaby Public Library Board.

3. THAT the Public Hearing scheduled for 2020 May 26 be cancelled.

4. THAT the Board of Variance hearing scheduled for 2020 June 4 be cancelled.

AMENDMENT

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations be **AMENDED** to remove recommendation No. 3 (Public Hearing cancellation).

CARRIED

(Opposed: Councillors Johnston, Jordan and McDonell)

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the motion be adopted, **AS AMENDED.**

CARRIED UNANIMOUSLY

His Worship, Mayor Mike Hurley - Montreal Request for Transit Funding

His Worship, Mayor Mike Hurley, advised that he received correspondence from the City of Montreal requesting the City of Burnaby consider supporting a declaration to the Government of Canada to provide urgent funding to assure the viability of public transit during the COVID-19 pandemic, and to aid transit operators rebuild ridership. Arising from discussion the following motion was introduced:

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR KEITHLEY

WHEREAS the situation of an unprecedented drop in public transit ridership provoked by the COVID-19 outbreak accompanied by massive revenue losses is affecting public transit agencies right across Canada putting in jeopardy their financial viability and future ability to operate;

WHEREAS the Canadian Urban Transit Association (CUTA), Canada's largest public transport lobby, the membership of which includes most Canadian transit agencies, has called for urgent emergency funding to address the immediate liquidity issues of transit operators while providing financial stability while ridership rebuilds;

WHEREAS CUTA estimates as many as 40% of systems may require bridge funding over the coming months requiring some $1.2 billion to help them keep the buses and trains running;

WHEREAS CUTA is seeking $400 million a month to keep services running as fare box and other revenue drop by up to 100%;

WHEREAS CUTA notes that it will likely take some time for transit operators to rebuilt ridership to February 2020 levels during a gradually return to more normal economic activity;

WHEREAS without a quick infusion of funds by the Government of Canada it is impossible to assure that the gains made over the past decade in growing the modal share of all rides taken via collective transit will not be lost;

WHEREAS while transit is a provincial jurisdiction, only the Government of Canada has the budgetary capacity to stabilize public transit during the COVID-19 emergency;

THEREFORE BE IT RESOLVED THAT Burnaby City Council endorse CUTA's request to the Government of Canada for emergency funding to provide immediate liquidity to transit operators and on-going funding to alleviate revenue loss as ridership rebuilds;

THEREFORE BE IT FURTHER RESOLVED THAT a copy of this motion be sent to the Prime Minister of Canada, the Minister of Transport of Canada and the Minister of Finance of Canada.

REFERRED

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the resolution be **REFERRED** to the Executive Committee of Council.

CARRIED

(Opposed: Councillor Jordan)

9. INQUIRIES

There were no inquiries brought before Council at this time.

10. ADJOURNMENT

Without objection, the Open Council meeting adjourned at 6:30 p.m.

MAYOR

CITY CLERK

City of Burnaby

Meeting 2020 May 04

COUNCIL REPORT

FINANCIAL MANAGEMENT COMMITTEE

HIS WORSHIP, THE MAYOR
AND COUNCILLORS

SUBJECT: OPERATING HOUSING RESERVE

RECOMMENDATION:

1. THAT Council create an Operating Housing Reserve to fund operating costs associated with housing initiatives.

REPORT

The Financial Management Committee, at its meeting held on 2020 January 15, received and adopted the *attached* report seeking Council authorization to establish an Operating Housing Reserve to fund operating costs associated with housing initiatives.

Respectfully submitted,

Mayor M. Hurley
Chair

Councillor S. Dhaliwal
Vice Chair

Copied to: City Manager
Director Finance
Director Planning and Building

City of Burnaby

Meeting 2020 Jan 15

COMMITTEE REPORT

TO:	CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE	**DATE:**	2020 January 08
FROM:	DIRECTOR FINANCE	**FILE:**	7300-01
SUBJECT:	**OPERATING HOUSING RESERVE**		
PURPOSE:	To establish an Operating Housing Reserve to fund operating costs associated with housing initiatives.		

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council create an Operating Housing Reserve to fund operating costs associated with housing initiatives.

REPORT

1.0 INTRODUCTION

The various housing initiatives pursued by the City requires ongoing operating expenditures. The City's current Community Benefit – Affordable Housing Reserve is restricted to providing grants to external parties that are developing special needs or affordable housing projects and funding new City housing initiatives that are capital in nature. As a result, an alternate funding source is required to fund the operating costs of City housing initiatives.

2.0 POLICY SECTION

Goal

- 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

A new non-statutory Operating Housing Reserve would fund ongoing operating expenditures related to housing initiatives such as the lease and operating agreement of the Homeless Shelter, operations of the City's Warming Centres and staffing costs for positions related to affordable housing initiatives.

The Operating Housing Reserve would be established through a transfer of the interest earned on the Community Benefit – Affordable Housing Reserve. As at the close of Period 12 (2019 December 02), total interest earned on this reserve equates to $14.0 million. The final transfer will be based on the December 31, 2019 total interest earned. Going forward, at the end of each year, any interest earned on the Community Benefit – Affordable Housing Reserve would be transferred to the non-interest bearing Operating Housing Reserve. These funding sources would fund ongoing expenditures related to housing initiatives and eliminate any additional property tax burden. Any new housing initiatives must be approved through the budget process.

4.0 RECOMMENDATION

It is recommended that the Financial Management Committee recommend Council approve the establishment of an Operating Housing Reserve to fund operating costs associated with housing initiatives.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:RG / md

Copied to: City Manager
Director Planning and Building

CITY OF BURNABY

BYLAW NO. 14152

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 $27,718,145.71 at the 29th day of March 2020, calculated as follows:

Balance in Fund at January 1, 2020		$98,457,351.51
Add: Additions to the fund including interest earned to date		7,346,794.20
		$105,804,145.71
Less: Appropriated by expenditure bylaws for 2019 (No. 36), less GST	$4,337,400.00	
Appropriated by expenditure bylaws for 2020 (No's 1-16), less GST	$72,007,000.00	
Appropriations for 2020 Other Projects less GST	$1,741,600.00	
		$ (78,086,000.00)
Uncommitted balance		$27,718,145.71

AND WHEREAS it is deemed desirable to expend $827,800 to finance the 2020 April Engineering Capital Infrastructure Bylaw Funding Request (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. 17, 2020.**

2. The sum of $827,800 is hereby appropriated from the said Reserve Fund to be expended for the said works.

3. Should any of the said sum of $827,800 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	2020
Read a second time this	day of	2020
Read a third time this	day of	2020
Reconsidered and adopted by Council this	day of	2020

MAYOR

CLERK

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CITY OF BURNABY

BYLAW NO. 14153

A BYLAW authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund

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Appropriated by expenditure bylaws for 2020 (No's 1-16), less GST	$72,007,000.00	
Appropriations for 2020 Other Projects less GST	$1,741,600.00	
		$ (78,086,000.00)
Uncommitted balance		$27,718,145.71

AND WHEREAS it is deemed desirable to expend $400,000 to finance the April 2020 Information Technology Capital Program (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. 18, 2020.**

2. The sum of $400,000 is hereby appropriated from the said Reserve Fund to be expended for the said works.

3. Should any of the said sum of $400,000 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	2020
Read a second time this	day of	2020
Read a third time this	day of	2020
Reconsidered and adopted by Council this	day of	2020

MAYOR

CLERK

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CITY OF BURNABY

BYLAW NO. 14154

A BYLAW authorizing the expenditure of monies in the Capital Works, Machinery and Equipment Reserve Fund

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		$105,804,145.71
Less: Appropriated by expenditure bylaws for 2019 (No. 36), less GST	$4,337,400.00	
Appropriated by expenditure bylaws for 2020 (No's 1-16), less GST	$72,007,000.00	
Appropriations for 2020 Other Projects less GST	$1,741,600.00	
		$ (78,086,000.00)
Uncommitted balance		$27,718,145.71

AND WHEREAS it is deemed desirable to expend $100,000 to finance the 2020 April – Parks, Recreation and Cultural Services Capital Funding Bylaw (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. 19, 2020.**

2. The sum of $100,000 is hereby appropriated from the said Reserve Fund to be expended for the said works.

3. Should any of the said sum of $100,000 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	2020
Read a second time this	day of	2020
Read a third time this	day of	2020
Reconsidered and adopted by Council this	day of	2020

MAYOR

CLERK

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NEW BUSINESS

(Members can introduce new items of business)