



FINANCIAL MANAGEMENT COMMITTEE A G E N D A

Tuesday, May 12, 2020, 1:00 p.m.

Council Chamber, City Hall

4949 Canada Way, Burnaby, BC

	Pages
1. <u>CALL TO ORDER</u>	
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4. <u>NEW BUSINESS</u>	
5. <u>INQUIRIES</u>	
6. <u>CLOSED</u>	

Public excluded according to Sections 90 and 92 of the Community Charter for

the Committee to consider matters concerning negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

7. ADJOURNMENT



FINANCIAL MANAGEMENT COMMITTEE MINUTES

Wednesday, April 22, 2020, 11:00 a.m.

Council Chamber, City Hall

4949 Canada Way, Burnaby, BC

PRESENT: His Worship, Mayor Mike Hurley, Chair
Councillor Sav Dhaliwal, Vice Chair (*participated electronically*)
Councillor Pietro Calendino, Member
Councillor Joe Keithley, Member
Councillor Paul McDonell, Member

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. Ed Kozak, Director Planning & Building
Mr. Dave Critchley, Director Public Safety & Community Services
Ms. Shari Wallace, Chief Information Officer
Mr. Tim Van Driel, Manager Civic Building Projects
Ms. Blanka Zeinabova, Deputy City Clerk
Ms. Monica Macdonald, Administrative Officer

1. **CALL TO ORDER**

His Worship, Mayor Mike Hurley, called the Open meeting to order at 11.03 a.m. and concluded the roll call. Members attended the meeting in person, with the exception of Councillor Sav Dhaliwal who, due to the COVID-19 pandemic, participated electronically.

For the benefit of Councillor Dhaliwal, the Deputy City Clerk reviewed the staff present.

His Worship, Mayor Mike Hurley, recognized the ancestral and unceded homelands of the hən̓q̓əmin̓əm̓ and Skwxwú7mesh speaking peoples, and extended appreciation for the opportunity to hold a meeting on this shared territory.

His Worship, Mayor Mike Hurley, introduced the following motion to add an item to the agenda:

MOVED BY COUNCILLOR MCDONELL
 SECONDED BY COUNCILLOR KEITHLEY

THAT the memorandum from the Director Planning and Building - Re: Major Civic Building Projects Status Update be added to the agenda as Item 3.2.

CARRIED UNANIMOUSLY

2. **MINUTES**

2.1 **Minutes of the Financial Management Committee Open meeting held on 2020 March 11**

MOVED BY COUNCILLOR DHALIWAL
 SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Financial Management Committee meeting held on 2020 March 11 be now adopted.

CARRIED UNANIMOUSLY

3. **CORRESPONDENCE**

3.1 **Memorandum from the Administrative Officer 2 - Re: City Investment in Burnaby Pride**

A memorandum was received from the Administrative Officer 2 advising that, at the Open Council meeting held on 2020 March 09, Council approved expanded City involvement in Burnaby Pride and authorized the use of one time Gaming Interest funds of \$70,000 to support the 2020 event.

The Committee noted that the 2020 Burnaby Pride event has been cancelled due to the COVID-19 pandemic, and inquired as to the status of the grant.

Staff advised that the funds would remain in the Gaming Interest Reserves and available for Burnaby Pride in 2021.

3.2 **Memorandum from the Director Planning and Building - Re: Major Civic Building Projects Status Update**

A memorandum was received from the Director Planning and Building with a status update on the following civic building projects: Burnaby Lake Aquatic and Arena Facility, Willingdon Heights Community Centre, Brentwood Community Centre, Confederation Park Community Centre, Cameron Community Centre, South

Burnaby Arena, Laurel Street Works Yard (Phase 2), Metrotown Events Centre, and Highway 1 Burnaby Lake Overpass.

Staff provided an overview of the projects' status and identified some changes since the last update. Most projects are well underway and have not been affected by the COVID-19 pandemic; however, public consultation for the new Cameron Community Centre and Library has had to be put on hold, resulting in a revised estimated project completion date of summer 2025.

4. **REPORTS**

4.1 **Report from the Chief Information Officer - Re: April 2020 Information Technology Capital Program**

The Chief Information Officer submitted a report seeking authorization for a Capital Reserve Fund Bylaw to finance the 2020 Information Technology Capital Program.

The Chief Information Officer recommended:

1. THAT the Financial Management Committee recommend 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 this report.

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

4.2 **Report from the Director Corporate Services - Re: 2020 April Corporate Services Capital Gaming Reserve Request - EV Infrastructure**

The Director Corporate Services submitted a report seeking authorization for use of Gaming Reserves to finance EV Charging Infrastructure capital projects.

The Director Corporate Services recommended:

1. THAT the Financial Management Committee authorize the use of Gaming Reserves in the amount of \$900,000 to finance the EV Charging Infrastructure capital projects, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL
 SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendation of the Director Corporate Services be adopted.

CARRIED UNANIMOUSLY

4.3 Report from the Director Engineering - Re: 2020 April Engineering Capital Infrastructure Bylaw Funding Request

The Director Engineering submitted a report seeking 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 Director Engineering recommended:

1. THAT the Financial Management Committee recommend 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 this report.

MOVED BY COUNCILLOR KEITHLEY
 SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

4.4 Report from the Director Finance and the Director Public Safety and Community Services - Re: Insurance Contract Renewals - Nine Programs

The Director Finance and the Director Public Safety and Community Services submitted a report seeking authorization to award insurance contracts for the annual property and liability insurance programs.

The Director Finance and the Director Public Safety and Community Services recommended:

1. THAT the Financial Management Committee recommend Council approve the award of nine contracts of insurance, as outlined in this 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 CALENDINO

THAT the recommendation of the Director Finance and the Director Public Safety and Community Services be adopted.

CARRIED UNANIMOUSLY

4.5 Report from the Director Finance - Re: Heights Merchants Association Business Improvement Area - 2020 Advance

The Director Finance submitted a report seeking authorization for an advance of funds to the Heights Merchants Association.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend 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 this report.
2. THAT a copy of this report be provided to the Heights Merchants Association.

MOVED BY COUNCILLOR CALENDINO
 SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Director Finance be adopted.

CARRIED UNANIMOUSLY

4.6 Report from the Director Finance - Re: Property Tax Due Date and Penalty Application Options

The Director Finance submitted a report seeking approval on a property tax due date and applicable penalties for 2020.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve Option 4.2, delaying penalty charges only, as outlined in this report.
2. THAT the Financial Management Committee recommend Council authorize staff to bring forward the necessary bylaw amendments for the approved option to the Open Council Meeting on 2020 April 27.

MOVED BY COUNCILLOR MCDONELL
 SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendations of the Director Finance be adopted.

AMENDED

MOVED BY COUNCILLOR DHALIWAL
 SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendations be **AMENDED** to add recommendation No. 3 to read, as follows: “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.”

CARRIED UNANIMOUSLY

The Committee expressed concern regarding the loss of immediate revenue due to the potential of large numbers of homeowners delaying tax payments, and the City’s requirement to remit payment to Other Taxing Authorities (OTA’s) prior to September 30. The Committee inquired regarding methods to be used to encourage those homeowners who can, to pay by the property tax due date.

Staff advised that the Province and City are encouraging timely payment of property taxes, and that appropriate messaging will be placed on City notices and brochures. It is hoped that with 0% penalty until September 30 and the reduction in the tax rate increase to 1.75%, many homeowners will pay by the due date. Further, approximately 15-20% of tax revenues are generated by taxpayers’ payments through mortgages, pre-authorized withdrawals, and the Provincial deferment program. It is anticipated that the City will receive sufficient revenues to meet their financial obligations to OTA’s.

Arising from further discussion, the following motion was introduced:

MOVED BY COUNCILLOR CALENDINO
 SECONDED BY COUNCILLOR KEITHLEY

THAT recommendation No. 2 be **AMENDED** to read, as follows: “...to the Open Council Meeting on 2020 May 11.”

CARRIED UNANIMOUSLY

The original motion was then put before the Committee:

MOVED BY COUNCILLOR MCDONELL
 SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendations of the Director Finance be adopted, **AS AMENDED.**

CARRIED UNANIMOUSLY

5. **NEW BUSINESS**

There was no new business brought before the Committee at this time.

6. **INQUIRIES**

There were no inquiries brought before the Committee at this time.

7. **CLOSED**

MOVED BY COUNCILLOR KEITHLEY
 SECONDED BY COUNCILLOR DHALIWAL

THAT the Committee, in accordance with Sections 90 and 92 of the Community Charter, do now resolve itself into a Closed meeting from which the public is excluded to consider matters concerning negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the Council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

Without objection, the Open Committee meeting recessed at 11:42 a.m. and, following the conclusion of the Closed portion of the meeting, reconvened at 11:45 a.m.

8. **ADJOURNMENT**

Without objection, the Financial Management Committee Open meeting adjourned at 11:45 a.m.

CHAIR

ADMINISTRATIVE OFFICER



COMMITTEE REPORT

TO: CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2020 April 27

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

SUBJECT: 2020 MAY ENGINEERING CAPITAL FACILITIES MANAGEMENT BYLAW FUNDING REQUEST

PURPOSE: To request the use of a Capital Reserve Fund Bylaw to finance 2020 - 2024 Engineering capital Facilities Management improvement projects.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$380,000 to finance the Engineering capital Facilities Management improvement projects, as outlined in this report.

REPORT**INTRODUCTION**

The 2020 – 2024 Financial Plan will provide funding for various multi-year capital improvement projects. In order to proceed with the award of contracts for design, contract administration and construction, funding approval is requested for the Fire Department related projects listed below.

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: 2020 MAY ENGINEERING CAPITAL FACILITIES
 MANAGEMENT BYLAW FUNDING REQUEST
 2020 April 27.....Page 2

- An Inclusive Community
 Support a diversified City workforce by identifying barriers and implementing proactive strategies.

1.0 City Buildings – Fire Halls

Estimated \$380,000

The requested projects this year are intended to upgrade and modernize some of the amenities at the current fire halls to improve restroom and dorm suitability, and storage requirements. In addition, as a greening initiative, the installation of hand dryers will assist with the reduction of paper towel usage and of total consumables for the City.

<u>Project</u>	<u>Project Mask(s)</u>	<u>2020</u>
Restroom Suitability Upgrades	ABX.0011	\$80,000
Dorm Suitability Upgrades	ABX.0012	\$130,000
Storage Containers - Station #1	ABY.0092	\$70,000
Paperless Hand-Dryers	ABY.0093	\$100,000
Total		\$380,000

These expenditures will be included in the 2020 – 2024 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 \$380,000, to finance the Engineering capital Facilities Management improvement projects as outlined in this report.



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

JM/RS/ac

Copied to: Director Finance
 City Solicitor
 Assistant Director Facilities Management
 Director Public Safety & Community Services
 Deputy Fire Chief – Planning & Logistics



COMMITTEE REPORT

TO: CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2020 April 27

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

SUBJECT: **2020 MAY ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST**

PURPOSE: To request the use of Waterworks Utility Capital Reserves and to request a Capital Reserve Fund Bylaw to finance 2020 - 2024 Engineering capital infrastructure projects.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$680,000, and the use of Waterworks Utility Capital Reserve in the amount of \$400,000 to finance Engineering capital infrastructure improvement projects, as outlined in this report.

REPORT

INTRODUCTION

The 2020 – 2024 Financial Plan provide funding for various multi-year capital improvement projects. In order to proceed with design, contract administration and construction, funding approval is requested for the projects listed below.

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
 - Transportation safety –
Make City streets, pathways, trails and sidewalks safer.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2020 MAY ENGINEERING CAPITAL
 INFRASTRUCTURE BYLAW FUNDING REQUEST
 2020 April 27.....Page 2

- A Dynamic Community
 - City Facilities and infrastructure –
Build and maintain infrastructure that meets the needs of our growing community.
- A Thriving Organization
 - Reliable services, technology and information –
Protect the integrity and security of City information, services and assets.

1.0 Infrastructure

1.1 Burnaby Mountain Booster Upgrade

Estimated \$480,000

This project consists of upgrades to the existing Burnaby Mountain Booster located in Forest Grove Park to accommodate increased demand from growth and development on Burnaby Mountain. Upgrades to the existing station are anticipated to include design and installation of a new pump, motor, associated piping, controls, communications and re-programming. The existing tower reservoir supplies fire flow for Burnaby Mountain, with minimal reserve or emergency capacity for other purposes, and does not meet recommendations under the City's current design criteria.

Tender has closed on this project and funding is being requested to facilitate the award for construction in May.

Project Mask(s)	<u>2020</u>	<u>2021</u>
AEC.3167 – Conduit	\$80,000	-
EJA.3167 – Water	-	\$400,000
Total	\$80,000	\$400,000

1.2 Ridge Shellmont Burnaby Mountain Parkway North Road Improvements

Estimated \$100,000

This project consists of numerous road rehabilitation and trail improvements at various locations. Funding in the amount of \$2,940,100 has been previously approved by Council in prior years for this project. The final stage of work is to complete a 4.0m wide multi-use trail at Burnaby Mountain Parkway and minor paving and drainage works.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2020 MAY ENGINEERING CAPITAL
 INFRASTRUCTURE BYLAW FUNDING REQUEST
 2020 April 27.....Page 3

This project is currently in construction phase, and the scope of work has been updated to include additional culvert work that has been identified as required. Additional funding is being requested to complete this work.

Project Mask(s)	<u>2020</u>
ELA.3173	\$100,000

1.3 Storm Extensions 2020B Winter Package

Estimated \$500,000

This project involves development coordinated works related to storm sewer extensions (see *Storm Sewer Extension Contribution and Fee Bylaw*), and associated road repair and upgrades if applicable. Long term, costs are fully recovered by initiating and benefiting property owners.

Construction is currently being planned for the following addresses:	
4990 Lorraine Avenue	4130 Irmin Street
4152 Parker Street	3676 Kalyk Avenue
6107 Dickens Street	
5680 Ewart Street	

Funding is being requested to award the design & contract administration in June 2020. Additional funding will be requested to proceed with construction later in 2020.

Project Mask(s)	<u>2020</u>	<u>2021</u>	<u>Total</u>
ELA.3180 - Drainage	\$100,000	\$400,000	\$500,000

These expenditures are included in the 2020 – 2024 Financial Plan and sufficient Capital Reserves & Reserve Funds are available to finance the capital projects outlined in this report.

To: Chair and Members Financial Management Committee
From: Director Engineering
Re: 2020 MAY ENGINEERING CAPITAL
INFRASTRUCTURE BYLAW FUNDING REQUEST
2020 April 27.....Page 4

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 \$680,000, and the use of Waterworks Utility Capital Reserve in the amount of \$400,000 to finance Engineering capital infrastructure improvement projects, as outlined in this report.



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

JM/RS/ac

Copied to: Director Finance
City Solicitor
Deputy Director Engineering
Assistant Director Infrastructure & Development
Manager, Engineering Projects



Meeting 2020 May 12

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2020 May 5

FROM: DIRECTOR FINANCE

FILE: 7300-20

SUBJECT: 2019 GAS TAX UPDATE

PURPOSE: To provide an update on the Federal Gas Tax Program for 2019.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council receive this report for information.

REPORT**1.0 INTRODUCTION**

The administrative agreement on the Federal Gas Tax Fund in British Columbia, or Gas Tax Agreement (GTA), took effect on 2014 April 1. This agreement was created due to the announcement of a renewed Gas Tax Fund (GTF) under the Government of Canada's 2013 Economic Action Plan. The agreement is between Canada, British Columbia and the Union of BC Municipalities (UBCM) and replaced the old 2005 – 2014 Agreement. The purpose of new agreement is to provide the administrative framework for the delivery of GTF to local governments and other recipients in British Columbia over a ten year period (2014 – 2024).

2.0 POLICY SECTION**Goal**

- A Connected Community
 - Partnership –
Work collaboratively with businesses, educational institutions, associations, other communities and governments
- A Dynamic Community
 - City facilities and infrastructure –
Build and maintain infrastructure that meets the needs of our growing community

To: Financial Management Committee
 From: Director Finance
 Re: 2019 Gas Tax Update
 2020 May 12Page 2

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

3.0 FEDERAL GAS TAX FUNDING

The GTF provides a source of infrastructure funding to all municipalities across the country. The funding that is available to local governments and other recipients within British Columbia is administered by the UBCM.

3.1 Purpose of the Gas Tax Fund (GTF)

The purpose of this fund is to provide a predictable and sustainable funding source to local governments in British Columbia for projects related to infrastructure and capacity building. In addition, through the GTF, the agreement hopes to support national objectives, which include productivity & economic growth, a clean environment, and strong cities & communities.

3.2 Program Streams

In British Columbia, the GTF is delivered through three programs:

a) Community Works Fund (CWF)

This program is available to all local governments and the funding is based on a per capita formula and delivered bi-annually to the local governments directly. Local governments have the ability to elect which eligible projects to fund.

The City of Burnaby receives gas tax funding through this program. Attachment 1 provides a summary of the Gas Tax funding received to date, the expenditures made for each year of this agreement to 2019 December 31 and projected funding and expenditures for 2020.

All Gas Tax funding received by the City is set aside in a Gas Tax Reserve to ensure its use as specified by the agreement. Council reviews and approves all project initiatives funded by the Gas Tax Reserve annually through the budget process.

In 2019, the Government of Canada announced an additional one-time gas tax funding transfer which resulted in an additional \$2.2 billion (\$278.6 million for British Columbia) to support local government infrastructure and capacity building priorities. The City of Burnaby received an additional amount of \$756,065. This additional funding has been applied to the Central Park Perimeter Urban Trail capital project, which was originally funded from the City's reserve funds in the 2019 Capital Program.

To: Financial Management Committee
 From: Director Finance
 Re: 2019 Gas Tax Update
 2020 May 12Page 3

b) Strategic Priorities Fund (SPF)

This program is available to all local governments outside the Greater Vancouver Regional District. Funding is provided on an application based program and the purpose of this fund is to support infrastructure and capacity building projects that are large in scale, regional in impact or innovative, and align with the GTA's national program objectives.

c) Greater Vancouver Regional Fund (GVRF)

Projects associated with the Greater Vancouver Regional Fund are proposed by TransLink which gets approved by the Greater Vancouver Regional District Board. The funding provided under this program is utilized for regional transportation investments within the Greater Vancouver Regional District and its member municipalities.

3.3 Annual Reporting of Projects to UBCM

As a requirement of the renewed agreement, eligible recipients of the GTF are required to provide an annual report to UBCM, due June 1, which reports on all eligible expenditures funded by the GTF for the previous calendar year.

As per the agreement, it is expected that Burnaby will receive a grant of \$751,611 in 2020 and a total of \$3.1 million over the course of the next four years. Gas Tax funding for 2020 is allocated to the Central Park Perimeter Urban Trail project and the Burnaby Village Museum Meadow (BVM) & Carousel Trellis Upgrade project.

Federal Gas Tax Allocations to City of Burnaby (Projected) from 2020 – 2024

Union of B.C. Municipalities

Federal Gas Tax Agreement - Community Works Fund Allocations

Recipient Name	Year 7 2020/2021	Year 8 2021/2022	Year 9 2022/2023	Year 10 2023/2024	Total
Burnaby	\$ 751,611	\$ 785,999	\$ 785,999	\$ 820,601	\$ 3,144,210

To: Financial Management Committee
From: Director Finance
Re: 2019 Gas Tax Update
2020 May 12Page 4

4.0 RECOMMENDATION

It is recommended that the Financial Management Committee recommend Council receive this report as information.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:RG:JP/md

Attachment: 1-Gas Tax Reserve Summary 2014-2020

Copied to: City Manager
Members of Management Committee

Gas Tax Fund Summary - As Reported to UBCM
YEAR 2014 - 2020

	2014	2015	2016	2017	2018	2019	Total	2020
	Actual (\$)	Actual (\$)	Actual (\$)	Actual (\$)	Actual (\$)	Actual (\$)	Actual (\$)	Proposed (\$)
Additions:								
Beginning Balance:	\$ -	\$ 526,399	\$ 270,766	\$ 41,979	\$ 194,577	\$ 428,851	\$ -	\$ 993,714
Additions to the Fund								
Actual revenue	698,088	698,088	721,593	730,317	756,065	751,611	4,355,763	751,611
Investment income	3,310	10,198	6,233	1,944	2,441	1,201	25,326	1,000
Additional Payment*						756,065	\$ 756,065	
Total Additions	\$ 701,399	\$ 708,286	\$ 727,826	\$ 732,261	\$ 758,506	\$ 1,508,877	\$ 5,137,154	\$ 752,611
Actual Eligible Project Expenditures:								
Local Roads Network Paving	(175,000)	-	(721,600)	-	-	-	(896,600)	-
Riverside Area Improvements	-	(687,000)	-	-	-	-	(687,000)	-
LED Streetlight Conversion	-	(200,000)	-	-	-	-	(200,000)	-
Lane Condition Analysis and Prioritization	-		(127,000)	-	-	-	(127,000)	-
Barnet Pedestrian Bridge Upgrade	-	(16,988)	(108,012)	-	-	-	(125,000)	-
Storm Water Monitoring and Modeling	-	(59,931)	-	-	-	-	(59,931)	-
Central Park Perimeter Urban Trail	-	-	-	(80,000)	-	(444,000)	(524,000)	(751,000)
Fibre Network Installation	-	-	-	(239,993)	(188,809)	(87,700)	(516,502)	
Shadbolt Centre Exterior Walkway	-	-	-	-	(278,647)	(54,632)	(333,279)	
Swangard Running Track Replacement	-	-	-	(259,669)	(56,777)	-	(316,446)	
Trans Canada Urban Trail Paving	-	-	-	-	-	(357,682)	(357,682)	
BVM Meadow & Carousel Trellis Upgrades	-	-	-	-	-	-	-	(993,300)
Total Actual Eligible Project Expenditures	\$ (175,000)	\$ (963,918)	\$ (956,612)	\$ (579,663)	\$ (524,233)	\$ (944,014)	\$ (4,143,440)	\$ (1,744,300)
Ending balance	\$ 526,399	\$ 270,766	\$ 41,979	\$ 194,577	\$ 428,851	\$ 993,714	\$ 993,714	\$ 2,025

*In 2019 the Federal Government provided an additional one time payment to help further support local government infrastructure and capacity building priorities.



Meeting 2020 May 12
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
 FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2020 May 06

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 13000 02
 DIRECTOR FINANCE

SUBJECT: CHILD CARE CENTRE FOR CITY EMPLOYEES

PURPOSE: To present a proposal to create a child care centre for the children of City employees.

RECOMMENDATIONS:

1. **THAT** the City-owned property at 6570 Deer Lake Avenue be used as a site for a child care centre that would offer priority placement for the children of City of Burnaby and Burnaby RCMP employees.
2. **THAT** the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$3,500,000 to finance the child care centre.

REPORT

1.0 INTRODUCTION

Finding quality, affordable child care is one of the more stressful times in the lives of young families. To address the child care needs of our community, the City initiated work on a Child Care Needs Assessment and Strategy for Burnaby in 2019 September. As part of the assessment process, the City conducted a survey of City of Burnaby employees regarding their child care needs. Of the 361 respondents to the survey, 197 employees responded that they have children ages 0 to 5 years old, and of those 73 percent indicated that they would use City child care services for a reasonable and affordable fee in the vicinity of City Hall/Works Yard.

In addition to supporting families, the availability of quality, affordable child care plays a significant role in the location decisions of businesses and helps employers and retain employees. With this in mind, the City has explored the possibility of creating a child care centre for the children of City employees. This report provides information on the process to find a site and an operating model for the proposed facility.

To: Financial Management Committee
 From: Director Planning and Building
 Director Finance
 Re: Child Care Centre for City Employees
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2.0 POLICY SECTION

The City's initiatives in child care are guided by its Child Care Policy, adopted in 1994 and revised in 2000. The Policy's vision states that the City is committed to:

- assisting with the creation of a comprehensive and inclusive child care system in Burnaby;
- supporting families and children in their search for child care options; and,
- working with the Board of Education, government ministries, child care providers, community service providers, and others in pursuing the City's child care objectives.

Further, the Child Care Policy states that the City will work to improve the availability, accessibility, and affordability of child care by providing appropriate and sufficient opportunities for the establishment of child care facilities within the context of the Official Community Plan, community plans, the Burnaby Zoning Bylaw, and other City regulations.

These policy statements are also identified as key objectives in the City's Social Sustainability Strategy, adopted in 2011. The Strategy recognizes the role child care plays in people's economic security and its contribution towards the development of complete communities (communities with a range of housing, services, transportation options and amenities within their own boundaries). Similarly, the City's Environmental Sustainability Strategy supports the development of complete communities that are walkable, bikeable and transit-supported. City policies recognize that while the provision and regulation of child care is the responsibility of the Provincial government, the City can play a supportive role.

The availability of quality child care in the community also aligns with the following goals and sub-goals of the *Corporate Strategic Plan*:

- ***A Connected Community***
 - Partnership – Work collaboratively with businesses, educational institutions, association, other communities and governments
- ***An Inclusive Community***
 - Serve a diverse community – Ensure City services fully meet the needs of our dynamic community
- ***A Dynamic Community***
 - Economic opportunity – Foster an environment that attracts new and supports existing jobs, businesses and industries

3.0 SURVEY OF CITY EMPLOYEES

On 2019 October 31, a survey was sent to all City employees through the All Subscribers email list and to Burnaby RCMP members and civilians. Supervisors were asked to distribute the survey to employees without access to email. The deadline to respond was 2019 November 22.

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Key findings from the survey are as follows:

- 361 employees responded, of whom 74% were regular full-time (RFT), 4% were regular part-time (RPT), 10 % were temporary full-time (TFT) and 13% were auxiliary.
- the majority of respondents worked at City Hall including the West Building and Deer Lake 1 and 2 (46%), followed by the RCMP building (19%), recreation facilities (14%) the works yards (10%), the library (5%), fire stations (3%), and other facilities (3%).
- of the 361 respondents, 197 (55%) had children age 0 to 5 years old, and of these, 73% indicated they would use City child care services, for a reasonable and affordable fee, in the vicinity of City Hall/Central Valley area.
- 69% of those with children age 0 to 5 years old said they would use child care services on a full-time basis (5 days a week, all day) and 31% said they would use the services on a part-time basis.

Employees were also asked to provide comments on their responses. A sample of these comments are found in ***Appendix 1 attached***.

Based on the findings of the survey, staff have explored potential sites and operating models for City child care services, as discussed below.

4.0 POTENTIAL SITES

Based on the findings of the survey, staff researched possible City-owned properties to accommodate a child care centre for 50 to 60 children aged 0 to 5 years old. This would provide for two 12 space infant/toddler programs (24 spaces), one 25 space for three to five year old program, and one eight space multi-age program that would accommodate children transitioning from infant/toddler care to three to five year old care. The search included the consideration of commercial space available in the City-owned Deer Lake 2 building at 4940 Canada Way as well as a number of City-owned residential properties in the area of City Hall/Deer Lake. Through this work, it was determined that commercial space at Deer Lake 2 would be costly to renovate for child care purposes due to the building's design and that ongoing operating costs would be high because of the commercial maintenance standards of the building. Of the residential properties considered, most are occupied by tenanted single family dwellings. If any of these properties were used it would involve relocation of the tenants and the demolition of the existing housing since it would be more cost effective to build a purpose-built child care centre than to renovate and add additional space to any existing structure.

Through the property search, the Hill Residence at 6570 Deer Lake Avenue emerged as a potential option. The site is within Deer Lake Park, zoned P3 District (rezoning would not be required) and has a suitable site area of 16,600 sq. ft. (see ***Appendix 2 attached***). The Hill Residence is a 1925 modest, one-storey wood frame house. The house is considered to have low heritage value and is on the City's heritage inventory but is not included on the Heritage Register. The building is in

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poor condition and has been vacant for a number of years. It is currently being considered as a location for other City office uses. It is estimated that over \$1 million would be required to remediate the building to use as office space, and would be even more costly to adapt for public assembly use.

If this site were used for a child care centre, it would involve demolishing the house and building a purpose-built child care centre since renovation/remediation of the building would not be cost effective. A purpose-built centre would also result in lower operating and maintenance costs for the operator of the facility which in turn would help to reduce parent fees. In addition, the City would be able to apply for a Ministry of Children and Family Development (MCFD) capital grant for the facility which would reduce the City's required investment in the child care centre over the longer term.

Should the City proceed with using Hill Residence, it is recommended that staff explore ways to recognize the heritage of the site.

5.0 COST ESTIMATE

Staff engaged a quantity surveyor to provide a high level cost estimate for demolishing the existing structure and building a purpose-built, single storey, wood framed building of about 5,500 sq. ft. The estimated cost for a fully fitted, finished and equipped building would be approximately \$3,500,000.

As noted above, the City would be eligible to apply for an MCFD capital funding grant of up to \$2,280,000, or \$40,000 per space for a 57-space centre. Therefore, with the grant, the net cost to the City would be approximately \$1,220,000. The current intake period for MCFD capital funding is 2020 May, followed by a 2020 November intake. To take advantage of the current intake period, staff have submitted an application for funding. Should Council decide not to proceed with the project, the City will rescind the grant application.

In order to proceed with the award of contracts for design and construction, funding approval is being requested. The bylaw funding will address the majority of project expenditure which is expected to take place in 2021. There is MCFD funding expected to be available for this work which will be provided at project completion, at which time bylaw funding will be returned.

These expenditures will be included in the 2021 – 2025 Financial Plan and sufficient Capital Reserve Funds are available to finance the childcare centre.

6.0 OPERATING MODEL

As noted in the survey of City employees, the majority of respondents with children 0 to 5 year olds indicated they would use City child services for a reasonable and affordable fee. It is therefore proposed that a City employee child care centre be operated by a non-profit child care provider, selected through a Request for Proposals process, on similar terms as the City's existing child care centres. These centres are provided to the operators on a rent-free basis but the operators are

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required to pay for all of their operating costs (e.g. heat, light and other utilities, regular maintenance, landscaping, cleaning, furniture replacement, staff wages and benefits, and insurance). This model allows the operators to charge reasonable parent fees while establishing a collective agreement with employees that provides a competitive wage and benefits package. The collective agreements assist with employee retention which contributes to the quality of care within each centre.

In addition, the non-profit operator of the City child care services would be required to opt-in to the Provincial child care fee reduction initiative. Through this initiative, a fee reduction is provided directly to the operator to reduce parent fees by \$350/month for infants and toddlers, and \$100/month for children 3 years to school age. The childcare cost for an infant/toddler would be approximately \$1,100 - 1,300 per month and 3 – 5 year old approximately \$900 – 1,000 per month which is comparable to the other exiting non-profit childcare centres operated from City facilities. Market rates currently are closer to \$1,500 and \$1,000 respectively.

Further, the Province has also introduced an Affordable Child Care Benefit that goes directly to eligible families. Families that earn up to \$111,000 may qualify for a child care subsidy. The amount of subsidy is based on income. For example a two-parent family with two children under 5 years old with a total income of \$90,000 would receive \$733 per month per child. The non-profit operator of the City child care would be expected to assist families in applying for the Affordable Child Care Benefit.

Under this model, it is important that the operator operate at full enrollment. For this reason, it is proposed that priority placement in the facility be given to the children of City of Burnaby and Burnaby RCMP employees but if the operator is unable to fill all the spaces at particular time then any vacant space be offered to families in the wider community.

Through the proposed operating model and Provincial subsidies, parent fees would be slightly lower than average childcare fees for group child care in Burnaby.

7.0 CONCLUSION

The availability of quality, affordable child care is a major benefit for young families. It is also a significant factor in helping businesses to recruit and retain employees. With these benefits in mind, staff have explored options for providing child care services for City of Burnaby and Burnaby RCMP employees.

Based on this research, it is recommended that the City-owned property at 6570 Deer Lake Avenue be used as the site for a child care centre that would offer priority placement for City and Burnaby RCMP employees.

It is also recommended that the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$3,500,000 to finance the child care centre.

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With Council approval of the recommendations, staff will provide Council with further information on the progress of the project including any capital funding received by the City from the Ministry of Child and Family Development.



E. W. Kozak, Director
 PLANNING AND BUILDING



Noreen Kassam
 DIRECTOR FINANCE

MM:sa/tn

Attachments

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

Appendix 1

Sample of Comments Received on the City/RCMP Child Care Services Survey

I have been on a waitlist for 18 months for a licensed daycare. I was unable to come back to work from maternity leave and had to use 2 months of deferred vacation as I was unable to secure childcare.

Very few group child care facilities are open early enough to get to work on time at 8am. I would imagine a facility specifically for City staff would accommodate an 8am start time.

The waitlists for licenced centres that are reasonably priced and open the hours that the City Hall Complex operates are years long. ... If the City of Burnaby were to provide on site childcare for their employees it would also attract a lot of potential candidates.

It would be extremely convenient to be able to drop off and pick up my child near my own work and be able to work 8am to 4:45pm schedule without needing to stress about asking to come in later or leave earlier.

It would help with employee recruitment, retention, and employee health (i.e. stress, business, peace of mind, etc.).

It would be a tremendous achievement for the City as an employer to offer childcare services for staff. As a parent that might be the most important benefit of all. Thank you for entertaining and considering the idea. It tells me as an employer the City cares about its staff and our community.

We desperately need day care as it is a deciding factor for us to continue work or not.

I think this would be an amazing benefit to the City staff and would increase staff motivation to come to work and do a great job and also help with retention of valued employees.

I know that for me and for my colleagues, finding a day care space has been a nightmare, when you do find a space it's typically far from where you work or live and it's expensive. I think if the City did provide Day Care it would be a huge boost to employees and would ease the pressure on other daycares in Burnaby and surrounding areas.

As an exempt staff member, it is important to support the needs of our employees, and having safe and convenient child care options at or near to work is not only beneficial to the individual employee and their family, but also beneficial to the workplace - employees have less stress about finding care, fewer challenges in making pick up and drop off times, and are able to return to work in a timely way if their care is secured.

When assessing the need for establishing child care service for City employees, I hope you will take into consideration prospective parents, and the fact that availability of such service may impact our decision-making regarding starting a family and/or staying on as City employees.

I have worked for the library for more than 25 years... and the toughest challenges in working was finding and maintaining adequate, affordable and reliable day care.



PLANNING & BUILDING DEPARTMENT



Drawn By: RW

6570 DEER LAKE AVENUE



Proposed Site



Meeting 2020 May 12
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2020 May 06

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.

RECOMMENDATION:

1. **THAT** the Committee forward this report to Council for information.

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, and to provide a look ahead at the upcoming work plan and schedule for these projects.

2.0 POLICY FRAMEWORK

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
- **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

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- **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 established, 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 and a schematic design study;
- **Detailed Design** - in this phase, the schematic design is developed further to a level of detail suitable for tendering 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 this 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.

It is noted that where projects have been identified as a priority project, the **Preliminary Project Development** and **Feasibility Study** phases of the project have been streamlined into a single project phase (Phase I): **Preliminary Design**. Upon completion of the project, the new facility is handed over to the recipient department to operate and administer the program and/or services.

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4.0 MAJOR CIVIC BUILDING PROJECTS STATUS UPDATE

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

Project	Status/Phase
Burnaby Lake Aquatic and Arena Facility	Detailed Design
Willingdon Community Centre Redevelopment	Preliminary Design
Confederation Park Community Centre	Preliminary Design
Cameron Community Centre, Pool and Library	Preliminary Design
South Burnaby Arena	Construction
Laurel Street Works Yard (Main Building)	Tendering
Metrotown Events Centre	Feasibility Study
Highway One Pedestrian Overpass	Preliminary Design

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 projects.

4.1 Burnaby Lake Aquatic and Arena Facility

4.1.1 Project Description

The redevelopment of CG Brown Memorial Pool and Burnaby Lake Ice Rink has been identified as a priority community amenity project. The new aquatic and arena facilities are proposed to be developed on the existing site at 3676 Kensington Avenue, within the Burnaby Lake Sports Complex. The building program for these facilities is proposed to include an NHL sized pad that can accommodate both ice and dry surfaces, and a significantly larger pool facility with supporting amenities.

The following working facility program has been established:

- a NHL sized arena pad with five change rooms, support offices, a 40-person multi-purpose room, storage, ice resurfacing, mechanical, electrical and refrigeration rooms, and 200 spectator seats;
- an aquatics facility that includes a leisure pool, hot tubs, sauna and steam rooms, a 50 m (10 lane) tank with two bulkheads and a moveable floor, a secondary 25 m (6 lane) tank with a moveable floor, four multi-purpose rooms, support offices, change rooms, recreational diving, and 750 spectator seats; and,
- supporting amenities including reception and office administration areas, a café in the main lobby, food concession in the new rink lobby, sports hall of fame display area, a community fitness centre/weight room, childminding, and a licensed childcare facility.

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The facility program was presented at a public open house 2019 November 06.

4.1.2 Project Status

The results of the Schematic Design phase of the project, including a Class C project cost estimate were presented to Council at their meeting on 2020 February 12, and the project received approval to proceed to Phase II.

Phase II

At their meeting on 2020 March 04, Council approved the award of contract to HCMA to undertake the phase two work program for the project. This includes the design development, City development approvals, detailed design and contract administration scopes of work.

Overall Schedule

HCMA is working towards a compressed project schedule, which targets rezoning in late 2020 – early 2021, followed by tendering of the project for construction in summer 2021, with an estimated construction period of 36 months, and a project completion date of summer 2024. It is noted that these dates are estimates and may change as the building program is further developed.

4.2 Willingdon Community Centre Redevelopment

4.2.1 Project Description

The redevelopment of the Willingdon Community Centre within Willingdon Heights Park has been identified as a priority community amenity project. The building program for this facility is currently being developed, and is anticipated to include two gymnasiums, a community fitness center/weight room, and multi-purpose space that can be programmed for a variety of health and wellness, recreation, arts and community uses. Taylor Kurtz Architecture and Design (TKAD) have been retained to undertake the phase one work program for the project, which includes the preliminary project development, feasibility and schematic design study scopes of work.

4.2.2 Project Status

Preliminary Project Development

The initial geotechnical site report produced by Thurber is complete, and the City has retained the services of Altus to provide quantity surveying services throughout the phase one work program.

Feasibility Studies (Needs Assessment)

In March 2020, a second public engagement process was undertaken to share the results of the Needs Assessment that was completed in October 2019 for the City's Northwest Quadrant; the results of which have been analyzed and used to develop a working facility program for both the Willingdon Heights Park site and the Confederation Park site.

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Preliminary Building Facility Program and Site Options

TKAD and the working group have reviewed site strategy options and developed a schematic design for the preferred site. Additional geotechnical and groundwater investigations are being conducted to further refine the information to be included in the schematic design report. Upon completion of the additional investigation, a Class C cost estimate will be produced and the preferred development strategy option will be presented to Council in spring 2020.

4.3 Confederation Park Community Centre

4.3.1 Project Description

A need has been identified for additional community dry space at Confederation Park to help serve the needs of a growing population in the City's Northwest Quadrant. The building program for this facility is currently being developed, and is anticipated to include two gymnasiums, an expanded fitness centre, youth and seniors focused program rooms, and multi-purpose space. Revery Architecture (Revery) have been retained to undertake the phase one work program for the project, which includes the preliminary project development, feasibility and schematic design study scopes of work.

4.3.2 Project Status

Preliminary Project Development

The initial geotechnical site report produced by SNC Lavalin is complete, and the City has retained the services of Hanscomb to provide quantity surveying services throughout the phase one work program.

Feasibility Studies (Needs Assessment)

As noted above, the initial public consultation and Needs Assessment was completed in October 2019; the results of which have been analyzed and used to develop a working facility program for both the Willingdon Heights Park site and the Confederation Park site.

Preliminary Building Facility Program and Site Options

A working facility program has now been developed for Confederation Park Site. Revery and the working group have reviewed site strategy options and are completing the Schematic Design for the preferred option. A preferred development strategy option will be recommended to Council in summer 2020, prior to preceding with a schematic design study. A Request for Expression of Interest has been posted on BC Bid to retain the services of an artist to provide Public Art for the project.

Overall Schedule

Revery is working towards a compressed project schedule, which targets tendering of the project for construction in spring 2021, with an estimated construction period of 36 months, and project completion date of winter 2023. It is noted that these dates are estimates and may change as the building program is further developed.

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4.4 Cameron Community Centre and Library

4.4.1 Project Description

The redevelopment of the Cameron Recreation Complex has been identified as a priority community amenity project. The new community centre and library are proposed to be developed on the existing site 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, multi-purpose meeting rooms, and an expanded library.

Diamond Schmitt Architects Inc. have been retained to undertake the phase one work program for the project, which includes the preliminary project development, feasibility and schematic design study scopes of work.

4.4.2 Project Status

Preliminary Project Development

The initial geotechnical site investigation has been completed by EXP Consulting, and a Request for Proposals will be issued in spring 2020 to retain the services of a Quantity Surveyor for the project.

Feasibility Study (Needs Assessment)

Design of the public consultation process and materials for the Cameron Community Centre and Library has been prepared. The information gathered will be part of the Needs Assessment for the Northeast Quadrant of Burnaby, the results of which will inform the plans for facility programming and design of the community centre and library. The public consultation portion of the Needs Assessment has been temporarily suspended due to the COVID-19 global pandemic. City Staff are assessing the correct timing to move forward and will proceed as soon as it is suitable.

Overall Schedule

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 summer 2025. A more detailed schedule estimate will be provided once the COVID-19 pandemic restrictions have been lifted.

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 10th Avenue and 18th 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.

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4.5.2 Project Status

Contract

A CCDC2 lump sum contract between Pomerleau Inc. and the City of Burnaby for the South Burnaby Ice Arena Project was issued, finalized, and signed on 2019 September 26.

Construction

A majority of the excavation and offsite civil works have been completed and formwork, reinforcing steel and concrete works are underway. The construction period is expected to last for approximately 24 months, with an estimated project completion in the fall of 2021. There is anticipated to be some delay due to Provincial Health Office orders guiding safe physical distancing for construction sites in response to the COVID-19 pandemic.

4.6 Laurel Street Works Yard

4.6.1 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 has reached the end of their useful life. Phase 1 included the construction of the yard building, which is used for storage of tools, materials and salters/sanders. Phase 1 also included 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. Phase 2 will also include the demolition of the remaining existing structures on the site.

4.6.2 Phase 2 Status

Tendering

The detailed design of Phase 2 (Main Building) is complete. The City's standard Construction Tender Document has been reviewed and revised to further reduce the City's risks during the procurement process. The construction project is currently being tendered as a lump-sum contract to prequalified general contractors on BC Bid. Due to uncertain market conditions and COVID-19 restrictions, the tender closing date has been extended.

Construction

Phase 2 construction is anticipated to commence in summer 2020 and is expected to be complete by mid 2023.

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4.7 Highway One Pedestrian Overpass

4.7.1 Project Description

A new crossing over the Trans-Canada Highway is being explored to improve connectivity between Burnaby Lake, Deer Lake Park, and Robert Burnaby Park.

4.7.2 Project Status

Feasibility Study

The feasibility of developing an overpass over the Trans-Canada Highway is currently underway. Preferred site has been selected and preliminary schematic designs are currently being developed. Clearing of invasive species, geotechnical investigation and site surveying have been initiated.

General feasibility, impacts and estimated costs will be provided to Council in a final report by summer 2020. Upon completion of the study, the findings would be brought forward for Council's consideration before advancing the project further.

4.8 Metrotown Events Centre

4.8.1 Project Description

The development of a performance/events and conference centre within Downtown Metrotown is being explored. This new centre is intended to be a civic venue that will enhance the cultural and entertainment facilities in Burnaby, providing a venue for large assemblies in purpose-designed spaces for events and presentations.

4.8.2 Project Status

Preliminary Project Development

Hunden Strategic Partners (HSP), along with a team of sub-consultants, have been retained to complete the first phase of work. The first phase of work explores the value of developing a performance/events and conference centre within Downtown Metrotown; facility programming to meet the needs of the community; building configuration, massing study and preliminary schematic design options to determine the minimum site area and preliminary site access, circulation and adjacencies; and, preliminary capital and operating cost estimates of such a project.

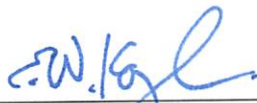
Overall Project Schedule

HSP visited potential sites and met with stakeholders in a series of meetings in early March 2020. They are continuing the first phase of work and are anticipated to complete in summer 2020.

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5.0 CONCLUSION AND NEXT STEPS

Further updates on major civic building projects will be provided in a quarterly report to Committee and Council, in addition to a verbal project status update at each Financial Management Committee meeting.



E.W. Kozak, Chair, Major Civic Building Project
 Coordination Committee



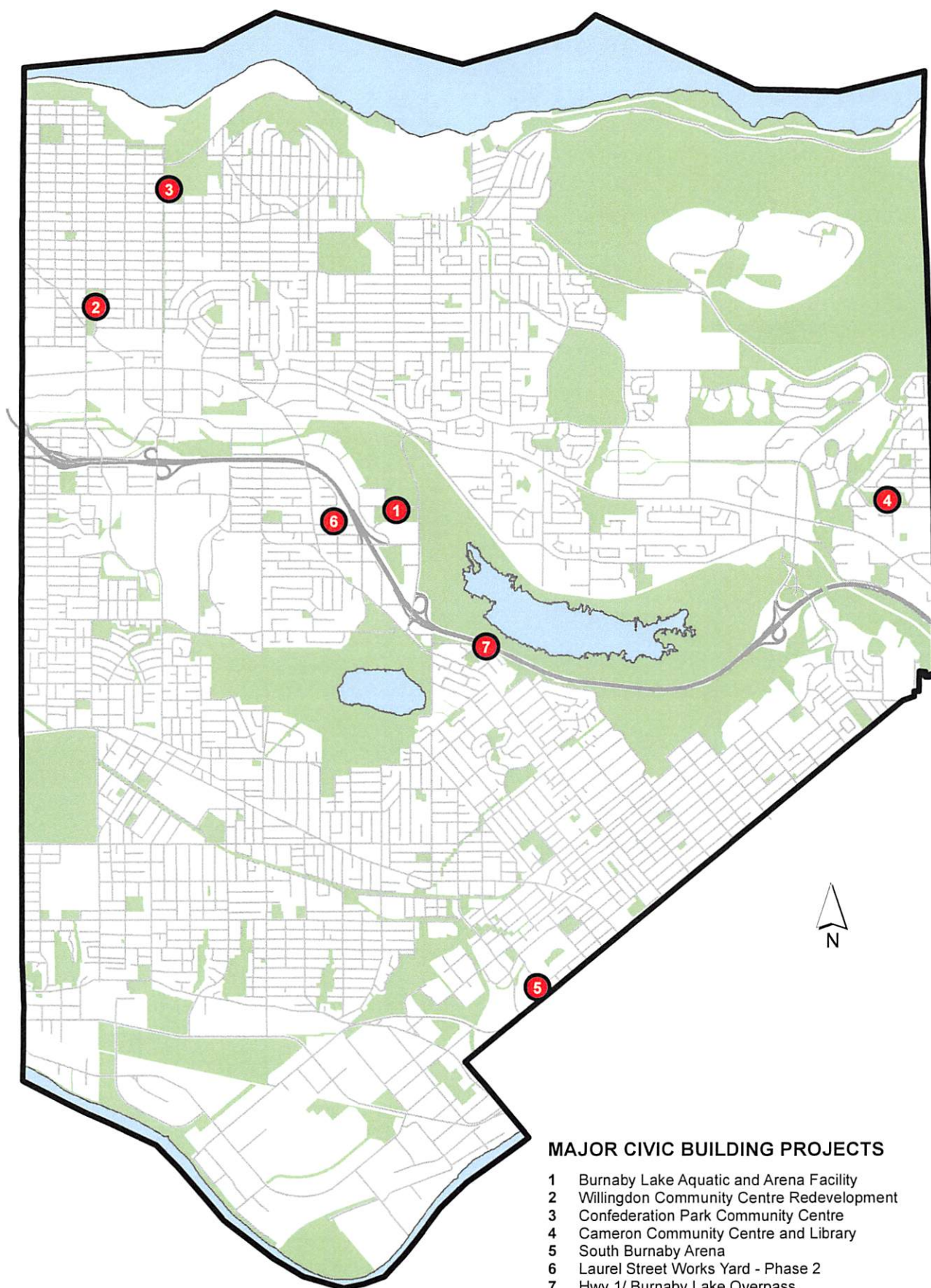
Leon Gous, Director Engineering



Dave Ellenwood
 Director Parks, Recreation and Cultural Services

TVD/ZT:sla
Attachment

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



MAJOR CIVIC BUILDING PROJECTS

- 1 Burnaby Lake Aquatic and Arena Facility
- 2 Willingdon Community Centre Redevelopment
- 3 Confederation Park Community Centre
- 4 Cameron Community Centre and Library
- 5 South Burnaby Arena
- 6 Laurel Street Works Yard - Phase 2
- 7 Hwy 1/ Burnaby Lake Overpass
- 8 Metrotown Events Centre (Location to be Determined)