



CITY COUNCIL MEETING A G E N D A

**Monday, May 25, 2020, 4:30 p.m.
Council Chamber, City Hall
4949 Canada Way, Burnaby, BC**

	Pages
1. <u>CALL TO ORDER</u>	
2. <u>MINUTES</u>	
2.1 Open Council Meeting held 2020 May 11	5
3. <u>PROCLAMATIONS</u>	
3.1 Access Awareness Day (2020 June 6)	20
3.2 Intergenerational Day Canada (2020 June 1)	21
4. <u>REPORTS</u>	
4.1 Financial Management Committee - Re: 2020 May Engineering Capital Infrastructure Bylaw Funding Request	22
4.2 Financial Management Committee - Re: 2020 May Engineering Capital Facilities Management Bylaw Funding Request	27
4.3 Financial Management Committee - Re: Child Care Centre for City Employees	30
4.4 Financial Management Committee - Re: 2019 Gas Tax Update	39
4.5 Financial Management Committee - Re: Major Civic Building Projects Status Update	45
4.6 City Manager's Report, 2020 May 25	56

5. MANAGER'S REPORTS

- | | | |
|-----|--|-----|
| 5.1 | NEW PROCEDURES FOR CONDUCTING SELECT COMMITTEE, COMMISSION, AND BOARD OF VARIANCE MEETINGS | 58 |
| | <p>Purpose: To propose the schedule for the resumption of select committees, commissions and the Board of Variance in accordance with the Burnaby Procedure Bylaw 2004 and in consideration of physical distancing guidelines.</p> | |
| 5.2 | COVID-19 BURNABY RECOVERY FRAMEWORK | 64 |
| | <p>Purpose: To present a framework to guide the reopening of Burnaby's services and operations that have been closed to the public due to the COVID-19 pandemic.</p> | |
| 5.3 | CONTRACT AWARD - CA-3163 STORM SEWER EXTENSIONS - SUMMER 2020 | 106 |
| | <p>Purpose: To obtain Council approval to award a contract for the storm sewer extensions.</p> | |
| 5.4 | CONTRACT AWARD - CA-3197 2020 MAJOR TRAFFIC MANAGEMENT PROJECTS | 107 |
| | <p>Purpose: To obtain Council approval to award a contract for the 2020 Major Traffic Management Projects which includes safety and functionality upgrades at several intersections.</p> | |
| 5.5 | REZONING REFERENCE #17-28 - HIGH-RISE APARTMENT BUILDING WITH STREET-ORIENTED TOWNHOUSES AND A SIX STOREY NON-MARKET RENTAL COMPONENT - METROTOWN DOWNTOWN PLAN | 109 |
| | <p>Purpose: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.</p> | |
| 5.6 | REZONING REFERENCE #17-32 - HIGH-RISE APARTMENT BUILDING WITH TOWNHOUSES - METROTOWN DOWNTOWN PLAN | 123 |
| | <p>Purpose: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.</p> | |
| 5.7 | REZONING REFERENCE #19-26 - FOUR-STOREY DATA CENTRE AND OFFICE DEVELOPMENT - EDMONDS TOWN CENTRE PLAN | 138 |
| | <p>Purpose: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.</p> | |

5.8 REZONING REFERENCE #19-42 - HIGH-RISE APARTMENT
BUILDING - METROTOWN DOWNTOWN PLAN

145

Purpose: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.

6. BYLAWS

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

(Ministerial Order No. M139/2020)

6.1.1 **#14158 - Burnaby Capital Works, Machinery and Equipment
Reserve Fund Expenditure Bylaw No. 20, 2020**

161

\$680,000 to finance the 2020 May Engineering Capital
Infrastructure Bylaw Funding Request

(Item 4.1., FMC Report, Council 2020 May 11)

Subject to approval of Item 4.1.

6.1.2 **#14159 - Burnaby Local Area Service Construction (Project
#20-101) Bylaw No. 2, 2020**

163

A bylaw to authorize the construction of certain local area
service works - street upgrades including road paving, curb and
gutter, sidewalks, boulevard and street trees on Phillips Avenue,
from Winston Street south to end of cul-de-sac (Project No. 20-
101)

*(Item 5.1., Certificate of Sufficiency - City Initiated, Council 2020
May 11)*

6.1.3 **#14160 - Burnaby Local Area Service Construction (Project
#20-401) Bylaw No. 3, 2020**

166

A bylaw to authorize the construction of certain local area
service works - installation of street lights on Phillips Avenue,
from Winston Street to south of 4027 Phillips Avenue (Project
No. 20-401)

*(Item 5.1., Certificate of Sufficiency - City Initiated, Council 2020
May 11)*

7. NEW BUSINESS

169

8. INQUIRIES

9. ADJOURNMENT



COUNCIL MEETING M I N U T E S

**Monday, May 11, 2020, 4:30 p.m.
Council Chamber, City Hall
4949 Canada Way, Burnaby, BC**

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

Councillor Paul McDonell
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

1. **CALL TO ORDER**

His Worship, Mayor Mike Hurley, called the Open meeting to order at 4:30 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 Dhaliwal, Keithley and Wang, participated 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 KEITHLEY
SECONDED BY COUNCILLOR DHALIWAL

THAT the Open Council meeting reconvene at 4:33 p.m.

CARRIED UNANIMOUSLY

His Worship, Mayor Mike Hurley, recognized the ancestral and unceded homelands of the hən̓q̓əmi̓ñəm and Skwxwú7mesh 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 May 04**

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the minutes of the Open Council meeting held on 2020 May 04 be now adopted.

CARRIED UNANIMOUSLY

3. **PROCLAMATIONS**

(On Table) Child Care Month (2020 May) and Child Care Provider Appreciation Day (2020 May 21)

Councillor Dan Johnston, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May and 2020 May 21 as ***“Child Care Month and Child Care Provider Appreciation Day”*** in the City of Burnaby.

3.1 **Local Government Awareness Week (2020 May 17-23)**

Councillor James Wang, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May 17-23 as ***“Local Government Awareness Week”*** in the City of Burnaby.

3.2 **National Missing Children's Month (2020 May) and Missing Children's Day (2020 May 25)**

Councillor Joe Keithley, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May and 2020 May 25 as ***“National Missing Children's Month and Missing Children's Day”*** in the City of Burnaby.

3.3 **Public Works Week (2020 May 17-23)**

Councillor Pietro Calendino, on behalf of His Worship, Mayor Mike Hurley, proclaimed 2020 May 17-23 as “**Public Works Week**” in the City of Burnaby.

4. **CORRESPONDENCE**

4.1 **BC Muslim Association - Re: Call to Prayer Request**

Correspondence was received from Yahya Momla, Imam, the BC Muslim Association, seeking Council permission to allow Masjid Al-Salaam mosque to broadcast the prayer (adhan) through loudspeakers at sunset during the month of Ramadan. The duration of the prayer is approximately three minutes.

A note on the correspondence from the City Manager advised that subject to Council's concurrence, staff would grant approval to the request as long as the call to prayer complies with Burnaby's Noise Bylaw and the approval is granted for this year only due to COVID-19 pandemic.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR WANG

THAT Council permit the Masjid Al-Salaam Mosque to broadcast the call to prayer during Ramadan.

AMENDED

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR KEITHLEY

THAT the motion be **AMENDED** to read as follows: “THAT Council permit the Masjid Al-Salaam Mosque to broadcast the call to prayer for the duration of Ramadan in 2020”.

CARRIED UNANIMOUSLY

Without objection, the motion was adopted, **AS AMENDED**.

5. **REPORTS**

5.1 **City Clerk - Re: Certificate of Sufficiency - City Initiated**

The City Clerk submitted a report from the City Clerk certifying that insufficient petitions have been received in objection to the City Initiated Local Area Services Projects: Street Upgrade Project #20-101 and Street Lighting Project #20-401.

The City Clerk recommended:

1. THAT Council receive the City Clerk's Certificate of Sufficiency validating the City Initiated 2020 Local Area Service Street Upgrade Project #20-101 and Street Lighting Project #20-401.
2. THAT on receipt of the successful petitions, the City Solicitor prepare a Local Area Service Construction Bylaw for the projects.
3. THAT on receipt of the successful petitions, the City Solicitor prepare a Local Area Service Fund Expenditure Bylaw for the projects.
4. THAT the owners of the properties on the petitions be advised of the outcome.

MOVED BY COUNCILLOR JOHNSTON

SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendations of the City Clerk be adopted.

CARRIED UNANIMOUSLY

5.2 Executive Committee of Council - Re: Community Grant Applications

The Executive Committee of Council submitted a report recommending the following grants for Council's approval:

#20.10. - \$5,000 - Cameray Child and Family Services (Early Childhood Development Education and Awareness Raising Community-Wide Events)

#20.14. - DENIED - BC Pets and Friends (BC Pets and Friends Children's Program)

#20.15. - \$2,650 - Voices of Burnaby Seniors Society (Program Coordinator and Portable Microphone System)

The Executive Committee of Council recommended:

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

MOVED BY COUNCILLOR KEITHLEY

SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Executive Committee of Council be adopted.

CARRIED UNANIMOUSLY

5.3 Executive Committee of Council - Re: Community Resource Centres - 2021 Lease Rates and Grants

The Executive Committee of Council submitted a report proposing lease rates and anticipated lease grants for 2021 for non-profit tenants at the City-owned Community Resource Centres.

The Executive Committee of Council recommended:

1. THAT Council approve the proposed 2021 lease rates for Resource Centre tenants, as presented in Section 4.0 of the report.
2. THAT information on the approved 2021 lease rates and the anticipated lease grants be distributed to Resource Centre tenants.
3. THAT Resource Centre tenants, which meet the grant eligibility criteria established by Council, be invited to make an application for 2021 lease grants.

MOVED BY COUNCILLOR DHALIWAL

SECONDED BY COUNCILLOR JORDAN

THAT the recommendations of the Executive Committee of Council be adopted.

CARRIED UNANIMOUSLY

5.4 Executive Committee of Council - Re: Federal Financial Support for Transit Operations

The Executive Committee of Council submitted a report requesting that the Federal Government provide financial support to transit operators due to the COVID-19 pandemic.

The Executive Committee of Council recommended:

1. THAT Council support the following resolution by the Canadian Urban Transit Association:

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.

2. THAT Council support the following resolution by TransLink;

WHEREAS prior to the beginning of the COVID-19 pandemic in March 2020, Metro Vancouver transit was a success story, with a 20% increase in transit ridership from 2016 to 2019, leading to the 4th highest per-capita transit ridership in North America behind only New York City, Montreal and Toronto;

WHEREAS in a highly transit-oriented city like Burnaby, good public transit is an essential service that is critical for the ongoing functioning of the regional economy, congestion and GHG reduction, and the provision of an affordable mobility option for lower income families;

WHEREAS transit ridership in Metro Vancouver has fallen by more than 80% due to the COVID-19 pandemic, leading to a 50% drop, or \$75 million, in TransLink's monthly revenues, with \$400 to \$600 million in losses projected by the end of the year;

WHEREAS TransLink has taken steps to slow monthly losses to \$50 million by reducing all non-essential expenditures, deferring capital projects, and cutting transit service hours by almost 40%;

WHEREAS just 18% of the passenger carrying capacity of the transit system will remain once these cuts are in place by May 18 and combined with the physical distancing measures in place on TransLink's transit system today (no standing, every other seat closed off);

WHEREAS TransLink continues to provide an essential service to 75,000 residents every day, 80% of who are using transit for essential trips like getting to work, buying groceries and getting medical appointments, 40% of whom are from households with an income of \$40,000 or less, and one in ten say they do not have any other option to get to work;

WHEREAS even before the most recently announced transit service reductions, Burnaby residents were already experiencing long lines at SkyTrain stations and more frequent pass-ups on many bus routes, making transit and less safe or practical option for many;

WHEREAS these transit service cuts are not a viable option for Burnaby residents or businesses;

WHEREAS in the United States, the federal government delivered an emergency transit operating relief fund of \$25 billion in March to ensure that US transit agencies do not need to cut service as a result of decreases in fare revenues;

WHEREAS to date, TransLink has not received any emergency operating funding from senior governments, making these service cuts unavoidable;

THEREFORE BE IT RESOLVED THAT Burnaby City Council join the TransLink Mayors' Council on Regional Transportation to call on senior governments to provide emergency operating funding to TransLink immediately, to protect transit access to essential services during the current COVID-19 crisis and to support the economic recovery to come;

THEREFORE BE IT BE FURTHER RESOLVED THAT a copy of this resolution be sent to the Prime Minister of Canada and the Premier of British Columbia;

THEREFORE BE IT BE FURTHER RESOLVED THAT a copy of this resolution be sent to the Mayors' Council and TransLink for their information.

3. THAT Council forward copies of the report and resolutions to:

1. Burnaby School District Board;
2. Burnaby Board of Trade;
3. Burnaby Association for Community Inclusion;
4. Voices of Burnaby Seniors;
5. Simon Fraser University;

6. British Columbia Institute of Technology;
7. Mayors and Councils of all Metro Vancouver municipalities;
8. TransLink Mayors' Council;
9. TransLink Board;
10. Metro Vancouver Board;
11. Fraser Health Authority;
12. Union of British Columbia Municipalities;
13. BC Minister of Transportation and Infrastructure;
14. Canadian Urban Transit Association;
15. Federation of Canadian Municipalities;
16. Prime Minister of Canada;
17. Canada Minister of Transport;
18. Canada Minister of Finance; and,
19. Marvin Rotrand, Councillor, City of Montréal;
20. The Premier of British Columbia;
21. Burnaby MLAs; and
22. Burnaby MPs.

MOVED BY COUNCILLOR WANG

SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Executive Committee of Council be adopted.

CARRIED UNANIMOUSLY

5.5 City Manager's Report, 2020 May 11

The City Manager submitted a report dated 2020 May 11 on the following matters:

6. **MANAGER'S REPORTS**

6.1 **2020 - 2024 FINANCIAL PLAN, 2020 RATES BYLAW AND ALTERNATIVE MUNICIPAL TAX COLLECTION SCHEME BYLAW**

The City Manager submitted a report from the Director Finance seeking Council approval of the five year 2020 - 2024 Financial Plan, 2020 property value tax rates, and alternative municipal tax collection scheme bylaw.

The City Manager recommended:

1. THAT Council approve the 2020 - 2024 Financial Plan.
2. THAT Council authorize the City Solicitor to bring forward the Burnaby Financial Plan Bylaw 2020 authorizing the proposed funding sources, proposed expenditures, and proposed transfers between funds as set out for each year in the planning period, as shown in Attachment 1 to the report.
3. THAT Council authorize the City Solicitor to bring forward the Burnaby Rates Bylaw 2020 that outlines the General Municipal and Regional Districts property value tax rates, as shown in Attachment 2 to the report.

MOVED BY COUNCILLOR KEITHLEY

SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.2 **NEW PROCEDURES FOR CONDUCTING PUBLIC HEARINGS UNDER MINISTERIAL ORDER M139/2020**

The City Manager submitted a report from the Director Planning and Building and the City Clerk proposing new procedures that allow public hearings to be conducted electronically in accordance with the recently issued Ministerial Order No. M139/2020.

The City Manager recommended:

1. THAT public hearings be held electronically as authorized under Ministerial Order No. M139/2020 and in accordance with Section 465(3) of *the Local Government Act*.
2. THAT the Public Hearing scheduled for 2020 May 26 be rescheduled to 2020 June 9 at 5:00 p.m.
3. THAT public hearings held electronically be broadcasted on the City's website for public viewing.

4. THAT staff be directed to write to the Provincial Government requesting that in the event that the State of Emergency is lifted, local governments be authorized to continue holding electronic public hearings until such time as the health orders restricting mass gathering and physical distancing are lifted.

**Councillor Johnston left the meeting at 5:20 p.m.*

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.3 2019 CLIMATE ACTION REVENUE INCENTIVE PROGRAM REPORT

The City Manager submitted a report from the Director Corporate Services informing Council of the climate actions and corporate emissions reported in the 2019 Climate Action Revenue Incentive Program (CARIP) Report, and fulfilling the annual CARIP grant requirement to report publicly.

The City Manager recommended:

1. THAT Council receive the report for information.
2. THAT a copy of the report be forwarded to the Environment Committee for information.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR WANG

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.4 CITIZEN SUPPORT SERVICES 2019 ANNUAL REPORT

The City Manager submitted a report from the Administrator, Citizen Support Services, providing a summary of 2019 facts and highlights from Citizen Support Services.

The City Manager recommended:

1. THAT Council receive this report for information.

**Councillor Johnston returned to the meeting at 5:27 p.m.*

MOVED BY COUNCILLOR KEITHLEY
 SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

Council conveyed thanks to the Citizen Support Services, the Burnaby Firefighters Association, and other groups in Burnaby for all their support to the community, especially in the last two months during the COVID-19 pandemic.

6.5 SUMMER EVENT AND PROGRAM CANCELLATIONS

The City Manager submitted a report from the Director Burnaby Emergency Operations Centre and Emergency Operations Centre Planning Section Chief informing Council of the cancellation of civic summer events and programs due to the COVID-19 pandemic.

The City Manager recommended:

1. THAT Council receive this report for information.

MOVED BY COUNCILLOR KEITHLEY
 SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.6 3845 KINGSWAY

The City Manager submitted a report from the Director Public Safety and Community Services seeking Council authorization to impose action requirements in relation to the property at 3845 Kingsway.

The City Manager recommended:

1. THAT Council declare the residential portion of the property located at 3845 Kingsway creates a nuisance and unsafe condition for the reasons described in the report.
2. THAT Council require the registered property owner to demolish under permit the existing fire damaged multiple family residential structure located at 3845 Kingsway.
3. THAT Council require the registered property owner to clean and remove any and all discarded materials, rubbish or filth from the property located at 3845

Kingsway which are contributing to unsightly conditions, in order to comply with the *Burnaby Unsightly Premises Bylaw 1969*.

4. THAT Notice of these remedial action requirements and a copy of this report be sent to the registered property owner.

5. THAT Council require the registered property owner complete the remedial action requirements referred to in Recommendations 2 and 3 no later than sixty (60) days after receiving the Notice referred to in Recommendation 4.

6. THAT Council authorize City staff and/or contractors to undertake the required or remedial action requirements referred to in Recommendations 2 and 3, and recover all such costs incurred from the registered property owner in accordance with the *Community Charter*, if the registered owner does not complete the required or remedial action requirements within sixty (60) days of receiving the Notice referred to in Recommendation 4.

MOVED BY COUNCILLOR DHALIWAL

SECONDED BY COUNCILLOR JORDAN

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.7 BUILDING PERMIT TABULATION REPORT NO. 4 - FROM 2020 APRIL 01 - 2020 APRIL 30

The City Manager submitted a report from the Director Planning and Building providing Council with information on construction activity as reflected by the building permits that have been issued for the subject period.

The City Manager recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR WANG

SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the City Manager be adopted.

CARRIED UNANIMOUSLY

6.8 REZONING APPLICATION

The City Manager submitted a report from the Director Planning and Building regarding a new rezoning application for Council's consideration:

6.8.1 Rez #20-03 (Portion of 7679 Eighteenth Street and 7701 Eighteenth 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.
2. THAT Council approve in principle a land exchange as generally described in Section 5.2 of the report, subject to the applicant pursuing the rezoning proposal to completion.
3. THAT the predecessor Burnaby Zoning Bylaw, Amendment Bylaw No. 2, 2016, Bylaw No. 13569 (Rezoning Reference #14-26) be abandoned contingent upon the granting by Council of Second Reading of the Rezoning Bylaw for Rezoning Reference #20-03.

MOVED BY COUNCILLOR KEITHLEY

SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendations of the City Manager be adopted.

CARRIED UNANIMOUSLY

7. BYLAWS

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

7.1.1 #14155 - Burnaby Financial Plan Bylaw 2020

7.1.2 #14156 - Burnaby Rates Bylaw 2020

7.1.3 #14157 - Burnaby Alternative Municipal Tax Collection Scheme Bylaw 2020

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR DHALIWAL

THAT the Bylaw No. 14155, 14156 and 14157 be now introduced and read three times, and reconsidered and finally adopted, signed by the Mayor and Clerk and the Corporate Seal affixed thereto.

CARRIED UNANIMOUSLY

7.2 CONSIDERATION AND THIRD READING

7.2.1 #13585 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 9, 2016 - Rez. #14-28 (Portion of 7201 11th Avenue [Islands 1 & 2])

7.2.2 #13643 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 38, 2016 - Rez. #16-10 (Portion of 7201 11th Avenue [Island 3, 4 & 5])

7.2.3 #13729 - Burnaby Zoning Bylaw 1965, Amendment Bylaw No. 10, 2017 - Rez. #16-08 (Portion of 7788 18th Street, formerly portion of 7201 11th Avenue [Island 6])

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR WANG

THAT the Bylaw No. 13585, 13643 and 13729 be now read a third time.

CARRIED UNANIMOUSLY

8. NEW BUSINESS

Councillor Wang – Community Appreciation

Councillor Wang advised that during Essential Workers Week, Council supported Burnaby citizens and essential workers by joining them on the streets while maintaining social distancing. The speaker noted he appreciate the community and all the contribution and donations of medical supplies as well as monetary donations to the Burnaby Hospital. In addition, Councillor Wang expressed disappointment and concerns with hate crimes in the community, and requested Council send a strong message that there is no place for hate in Burnaby.

His Worship, Mayor Hurley concurred with Councillor Wang, and noted that RCMP will provide necessary enforcement. Mayor Hurley also thanked a variety of groups for donating masks and other PPE's (personal protective equipment) to the City and other organizations, during the supply shortage due to the COVID-19 pandemic.

9. INQUIRIES

There were no inquiries brought before Council at this time.

10. ADJOURNMENT

Without objection, the Open Council meeting adjourned at 5:50 p.m.

MAYOR

CITY CLERK

City of Burnaby



Proclamation

ACCESS AWARENESS DAY

Whereas Accessibility is essential for ensuring the true inclusion of all citizens; and

WHEREAS Accessibility creates the opportunity for everyone to fully participate in all aspects of community life – economic, social, physical, cultural, and recreational; and

WHEREAS We all have a role to play in ensuring that our communities are as accessible and inclusive as possible.

NOW THEREFORE I, MIKE HURLEY, MAYOR OF BURNABY,
DO HEREBY PROCLAIM JUNE 6 AS

“ACCESS AWARENESS DAY”

IN THE CITY OF BURNABY.

Dated this Twenty-fifth
Day of May, 2020 A.D.

Mike Hurley
MAYOR



City of Burnaby



Proclamation

INTERGENERATIONAL DAY CANADA

Whereas Intergenerational Day Canada raises awareness about the power of making simple, respectful intergenerational connections; and

WHEREAS Intergenerational Day Canada is a day to focus on the profound positive influence intergenerational connecting has on eliminating isolation and loneliness, moving towards healthy, all-age friendly communities; and

WHEREAS Intergenerational Day Canada celebrates the good things presently taking place between generations in local community; and

WHEREAS Intergenerational Day Canada encourages simple, fun intergenerational sharing; and

WHEREAS Intergenerational Day Canada is an official reminder for every citizen to take one small respectful step to bridge generations within his or her local community. It only takes a smile between generations to break through isolation and loneliness, the number one health concern for children/youth and older persons.

NOW THEREFORE I, MIKE HURLEY, MAYOR OF BURNABY,
DO HEREBY PROCLAIM JUNE 1 AS

“INTERGENERATIONAL DAY CANADA”

IN THE CITY OF BURNABY.

Dated this Twenty-fifth
Day of May, 2020 A.D.

Mike Hurley
M A Y O R





FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

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

RECOMMENDATION:

1. THAT 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 the report.

REPORT

The Financial Management Committee, at its meeting held on 2020 May 12, received and adopted the attached report seeking Council authorization for the use of Waterworks Utility Capital Reserves and a Capital Reserve Fund Bylaw to finance 2020 - 2024 Engineering capital infrastructure projects. The Bylaw appears elsewhere on the Council agenda.

Respectfully submitted,

Mayor M. Hurley
Chair

Councillor S. Dhaliwal
Vice Chair

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



FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

**SUBJECT: 2020 MAY ENGINEERING CAPITAL FACILITIES MANAGEMENT
BYLAW FUNDING REQUEST**

RECOMMENDATION:

1. THAT 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 the report.

REPORT

The Financial Management Committee, at its meeting held on 2020 May 12, received and adopted the attached report seeking Council authorization for the use of a Capital Reserve Fund Bylaw to finance 2020 - 2024 Engineering capital Facilities Management improvement projects.

Respectfully submitted,

Mayor M. Hurley
Chair

Councillor S. Dhaliwal
Vice Chair

<p>Copied to: City Manager Director Engineering Director Finance Director Public Safety & Community Services Assistant Director Facilities Management Deputy Fire Chief - Planning & Logistics City Solicitor</p>



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

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: CHILD CARE CENTRE FOR 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 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

The Financial Management Committee, at its meeting held on 2020 May 12, received and adopted the attached report presenting a proposal for a child care centre for the children of City employees.

Respectfully submitted,

Mayor M. Hurley
Chair

Councillor S. Dhaliwal
Vice Chair

<p>Copied to: City Manager Director Finance Director Planning and Building Director Parks, Recreation and Cultural Services Director Public Safety and Community Services City Solicitor</p>
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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
 2020 May 06Page 2

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.

To: Financial Management Committee
 From: Director Planning and Building
 Director Finance
 Re: Child Care Centre for City Employees
 2020 May 06 Page 3

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

To: *Financial Management Committee*
 From: *Director Planning and Building*
Director Finance
 Re: *Child Care Centre for City Employees*
 2020 May 06Page 4

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

To: Financial Management Committee
 From: Director Planning and Building
 Director Finance
 Re: Child Care Centre for City Employees
 2020 May 06 Page 5

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.

To: Financial Management Committee
 From: Director Planning and Building
 Director Finance
 Re: Child Care Centre for City Employees
 2020 May 06 Page 6

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.

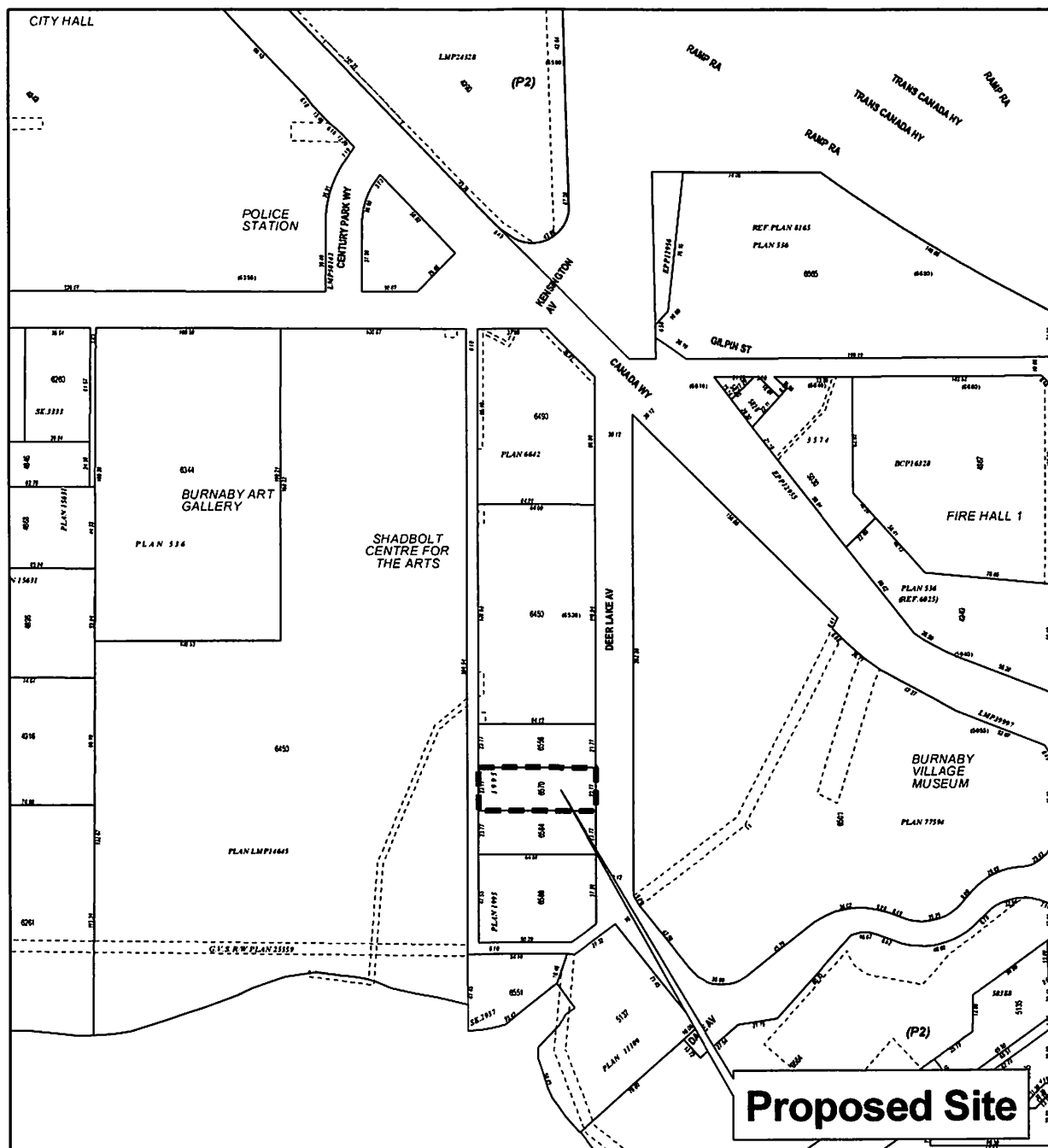
I think this would be an amazing benefit to the City staff and would increase staff motivation to come to work and do a great job and also help with retention of valued employees.




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		
Date: MAY 06 2020		6570 DEER LAKE AVENUE  Proposed Site		
scale: 1:3,500				
Drawn By: RW				

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: 2019 GAS TAX UPDATE

RECOMMENDATION:

1. THAT Council receive this report for information.

REPORT

The Financial Management Committee, at its meeting held on 2020 May 12, received and adopted the attached report providing an update on the Federal Gas Tax Program for 2019.

Respectfully submitted,

Mayor M. Hurley
Chair

Councillor S. Dhaliwal
Vice Chair

<p>Copied to: City Manager Director Finance Director Corporate Services Director Engineering Director Human Resources Director Parks, Recreation and Cultural Services Director Planning and Building Director Public Safety and Community Services Chief Information Officer Chief Librarian Officer-in-Charge, RCMP Burnaby Detachment Fire Chief</p>



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 Actual (\$)	2015 Actual (\$)	2016 Actual (\$)	2017 Actual (\$)	2018 Actual (\$)	2019 Actual (\$)	Total Actual (\$)	2020 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.

FINANCIAL MANAGEMENT COMMITTEE

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: MAJOR CIVIC BUILDING PROJECTS STATUS UPDATE

RECOMMENDATION:

1. THAT Council receive this report for information.

REPORT

The Financial Management Committee, at its meeting held on 2020 May 12, received and adopted the attached report providing an update on the current status of eight major civic building projects administered by the Civic Building Projects Division.

Respectfully submitted,

Mayor M. Hurley
Chair

Councillor S. Dhaliwal
Vice Chair

<p>Copied to: City Manager Director Planning and Building Director Engineering Director Parks, Recreation and Cultural Services Director Corporate Services Director Finance Director Public Safety and Community Services Chief Librarian Purchasing Manager</p>



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

To: *Financial Management Committee*
 From: *Major Civic Building Project Coordination Committee*
 Re: *Major Civic Building Projects Status Update*
 2020 May 06 Page 2

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

3.0 BACKGROUND

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

- **Preliminary Project Development** - this phase includes work such as project identification, site selection, preliminary program development, issuance of Request for Proposals (RFP) for consulting services, and service reviews, as well as needs assessment, geotechnical, environmental, and transportation studies;
- **Feasibility Study** - in this phase, the building program, as informed through the service review and needs assessment studies, is 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.

To: Financial Management Committee
 From: Major Civic Building Project Coordination Committee
 Re: Major Civic Building Projects Status Update
 2020 May 06 Page 3

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.

To: *Financial Management Committee*
 From: *Major Civic Building Project Coordination Committee*
 Re: *Major Civic Building Projects Status Update*
 2020 May 06 Page 4

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.

To: *Financial Management Committee*
 From: *Major Civic Building Project Coordination Committee*
 Re: *Major Civic Building Projects Status Update*
 2020 May 06 Page 5

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 proceeding 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.

To: Financial Management Committee
From: Major Civic Building Project Coordination Committee
Re: Major Civic Building Projects Status Update
 2020 May 06 Page 6

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.

To: Financial Management Committee
From: Major Civic Building Project Coordination Committee
Re: Major Civic Building Projects Status Update
 2020 May 06 Page 7

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.

To: *Financial Management Committee*
 From: *Major Civic Building Project Coordination Committee*
 Re: *Major Civic Building Projects Status Update*
 2020 May 06 Page 8

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.

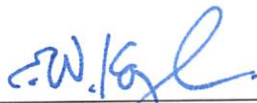
Overall Project Schedule

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.

To: Financial Management Committee
 From: Major Civic Building Project Coordination Committee
 Re: Major Civic Building Projects Status Update
 2020 May 06 Page 9

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

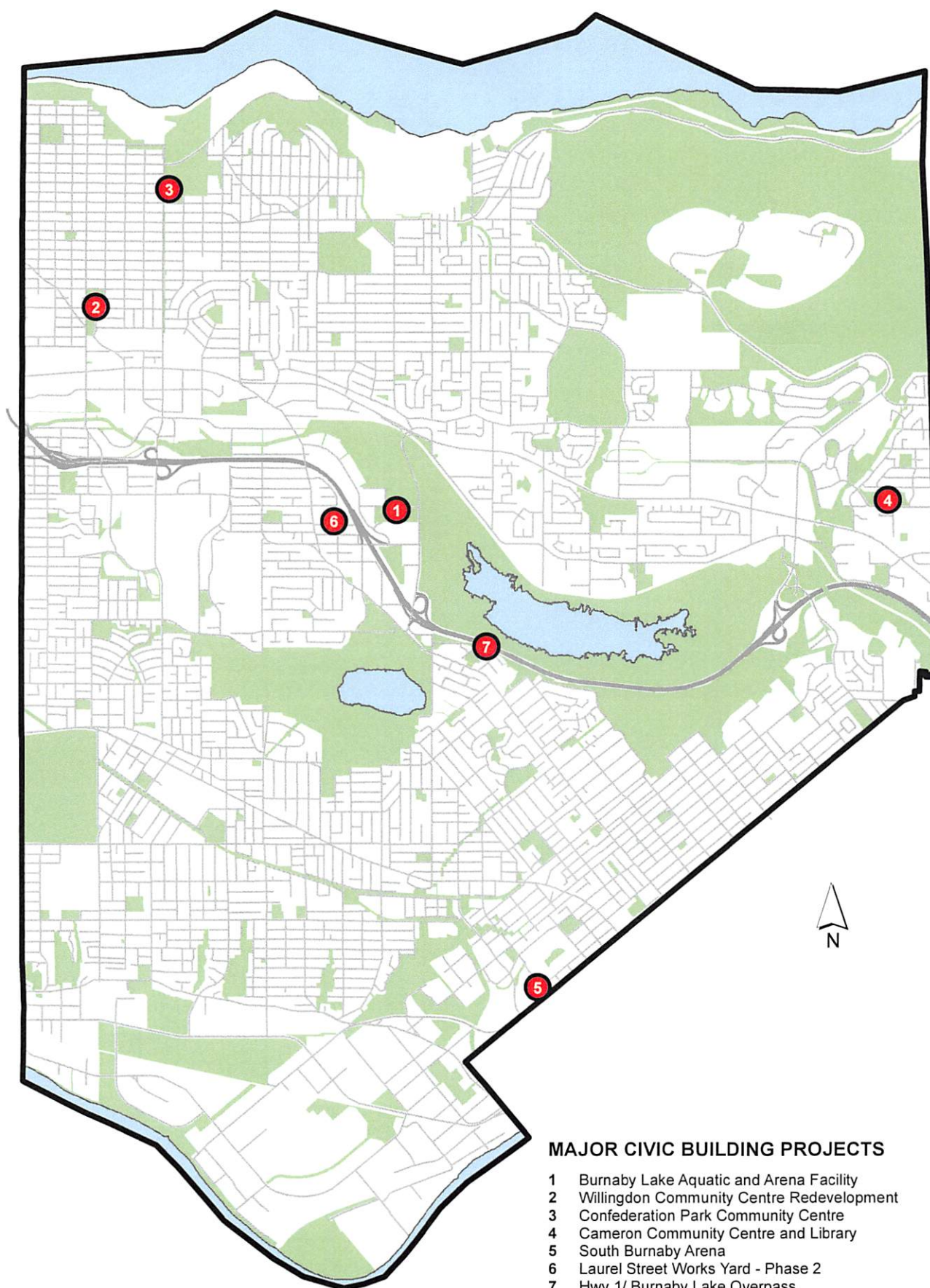


Dave Ellenwood
 Director Parks, Recreation and Cultural Services

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





MANAGER'S REPORT May 25, 2020

Unless otherwise noted, the departmental recommendations contained in this Manager's Report are approved and recommended by the City Manager to the Mayor and Council

HIS WORSHIP THE MAYOR AND MEMBERS OF COUNCIL;

The following report is submitted for your consideration:

Item

01 NEW PROCEDURES FOR CONDUCTING SELECT COMMITTEE, COMMISSION, AND BOARD OF VARIANCE MEETINGS

PURPOSE: To propose the schedule for the resumption of select committees, commissions and the Board of Variance in accordance with the Burnaby Procedure Bylaw 2004 and in consideration of physical distancing guidelines.

02 COVID-19 BURNABY RECOVERY FRAMEWORK

PURPOSE: To present a framework to guide the reopening of Burnaby's services and operations that have been closed to the public due to the COVID-19 pandemic.

03 CONTRACT AWARD CA-3163 STORM SEWER EXTENSIONS – SUMMER 2020

PURPOSE: To obtain Council approval to award a contract for the storm sewer extensions.

04 CONTRACT AWARD CA-3197 2020 MAJOR TRAFFIC MANAGEMENT PROJECTS

PURPOSE: To obtain Council approval to award a contract for the 2020 Major Traffic Management Projects which includes safety and functionality upgrades at several intersections.

Item

- 05 REZONING REFERENCE #17-28
 HIGH-RISE APARTMENT BUILDING WITH STREET-ORIENTED
 TOWNHOUSES AND A SIX STOREY NON-MARKET RENTAL
 COMPONENT
 METROTOWN DOWNTOWN PLAN**

PURPOSE: To seek Council authorization to forward this application to a
Public Hearing on 2020 June 23.

- 06 REZONING REFERENCE #17-32
 HIGH-RISE APARTMENT BUILDING WITH TOWNHOUSES
 METROTOWN DOWNTOWN PLAN**

PURPOSE: To seek Council authorization to forward this application to a
Public Hearing on 2020 June 23.

- 07 REZONING REFERENCE #19-26
 FOUR-STOREY DATA CENTRE AND OFFICE DEVELOPMENT
 EDMONDS TOWN CENTRE PLAN**

PURPOSE: To seek Council authorization to forward this application to a
Public Hearing on 2020 June 23.

- 08 REZONING REFERENCE #19-42
 HIGH-RISE APARTMENT BUILDING
 METROTOWN DOWNTOWN PLAN**

PURPOSE: To seek Council authorization to forward this application to a
Public Hearing on 2020 June 23.

Yours respectfully,



Lambert Chu
City Manager



Item
Meeting 2020 May 25

Council REPORT

TO: CITY MANAGER **DATE:** 2020 May 20

FROM: CITY CLERK

SUBJECT: NEW PROCEDURES FOR CONDUCTING SELECT COMMITTEE, COMMISSION, AND BOARD OF VARIANCE MEETINGS

PURPOSE: To propose the schedule for the resumption of select committees, commissions and the Board of Variance in accordance with the Burnaby Procedure Bylaw 2004 and in consideration of physical distancing guidelines.

RECOMMENDATIONS:

1. **THAT** the following select committees, commissions and Board of Variance meetings between 2020 June 01 and 2020 July 31 be scheduled in the Council Chamber on the following dates and times, unless otherwise directed by the Chair:
 - a) Social Planning Committee – 2020 June 16, 5:00 p.m.
 - b) Parks, Recreation and Culture Commission – 2020 June 17, 5:00 p.m.
 - c) Community Heritage Commission – 2020 June 18, 5:00 p.m. (rescheduled from 2020 June 11)
 - d) Traffic Safety Committee – 2020 June 25, 5:00 p.m.
 - e) Environment Committee – 2020 June 24, 5:00 p.m. (rescheduled from 2020 July 7)
 - f) Board of Variance – 2020 June 30, 5:00 p.m.
 - g) Board of Variance – 2020 July 9, 5:00 p.m.
 - h) Parks, Recreation and Culture Commission – 2020 July 14, 5:00 p.m.
 - i) Public Safety Committee – 2020 July 15, 5:00 p.m.
2. **THAT** all select committee, commission, and board meetings held between 2020 June 01 and 2020 July 31 be broadcasted on the City's website for public viewing.

To: City Manager
 From: City Clerk
 Re: NEW PROCEDURES FOR CONDUCTING SELECT
 COMMITTEE, COMMISSION, AND BOARD OF
 VARIANCE MEETINGS

2020 May 25 Page 2

3. **THAT** all closed agenda items arising between 2020 June 01 and 2020 July 31 be sent directly to Council, with the exception of closed items to be considered by the Burnaby Public Library Board.
4. **THAT** the location of the following community meetings be changed to the Council Chamber:
 - a) Council Meeting – 2020 October 05
 - b) Parks, Recreation and Culture Commission Meeting – 2020 October 13
5. **THAT** a copy of this report be sent to all select committee, commission, and Board of Variance members and or organizational representatives for information.

REPORT

1.0 INTRODUCTION

Committees, commissions and boards are central to the operations of Local Governments as they allow for the detailed examination of complex matters, offer the opportunity for Council to hear from Resident/Organizational Representatives on a variety of policy topics, and provide a means for the City to probe into the details of services and initiatives that action policy decisions and directives. As the City seeks to resume this vital input and policy development platform, adjustments are required to facilitate committee, commission and board processes while balancing and recognizing the need to implement new processes that protect the health and safety of members, staff and the public.

2.0 POLICY SECTION

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

Goal

- A Safe Community
 - Community amenity safety –
Maintain a high level of safety in City buildings and facilities for the public and City staff
- A Connected Community
 - Digital connection –
Provide online access to core City services and information

To: City Manager
 From: City Clerk
 Re: NEW PROCEDURES FOR CONDUCTING SELECT
 COMMITTEE, COMMISSION, AND BOARD OF
 VARIANCE MEETINGS

2020 May 25 Page 3

- A Healthy Community
 - Healthy life –
Encourages opportunities for healthy living and well-being
- A Thriving Organization
 - Communication –
Practice open and transparent communication among staff, Council and the community
 - Technology and innovation –
Support technology development and innovation to empower staff and to advance community objectives

3.0 BACKGROUND

On 2020 March 18, the Provincial Government declared a Provincial State of Emergency to support the province-wide response to the novel coronavirus (COVID-19) pandemic. The declaration was made based on a recommendation from B.C.'s health and emergency management officials, after Dr. Bonnie Henry, B.C.'s Provincial Health Officer, declared a Public Health Emergency on 2020 March 17. In addition to the limitations on mass gatherings set under a Class Order, the BC Centre for Disease Control released guidelines for "physical distancing" to reduce the spread of COVID-19. Physical distancing means limiting close contact with others by keeping two meters (six feet) away from one another.

Upon the release of physical distancing guidelines, the City cancelled the select committee, commission, and board meetings at the beginning of March. The decision to cancel select committee, commission, and board meetings was done out of an abundance of caution to ensure the health and safety of members, staff, and the public.

During the cancellation period, items that would have normally been considered by the various select committees, commissions, and boards were placed on Council meeting agendas to ensure the timely review of ongoing items providing an avenue for receiving direction on important issues. Although some of the work that would have been reviewed by committees, commissions, and boards has continued under the direction of Council, the input and perspectives of resident/organizational representatives is of great importance procedural changes have been identified that will once again allow for broader review and input.

4.0 AUTHORITY

Select committee, commission, and Board of Variance members are authorized to participate in a meeting electronically under the *Burnaby Procedure Bylaw 2004*, Section 10 (Participation in Meetings by Electronic Means).

To: City Manager
 From: City Clerk
 Re: NEW PROCEDURES FOR CONDUCTING SELECT
 COMMITTEE, COMMISSION, AND BOARD OF
 VARIANCE MEETINGS
 2020 May 25 Page 4

5.0 MEMBER PARTICIPATION

Committee, commission, and board members will be able to participate in their respective meetings either in-person or electronically. When surveyed, the majority of committee, commission, and board members indicated a preference to electronically participate, with a few members indicating their desire to physically attend the meeting. Based on the member feedback, staff are confident in the City's ability to hold meetings that follow physically distancing guidelines.

Although the majority of members who indicated a strong preference towards electronic participation have access to the technology needed to participate electronically, some members of the Community Heritage Commission do not have the needed technology and stated they would not attend a meeting physically at this time. To allow for the provision of the technology to some members of the Community Heritage Commission, the recommendation is to reschedule the 2020 June 11 meeting to 2020 June 18.

6.0 BOARD OF VARIANCE

Unlike Public Hearings, Board of Variance applications are considered in 15 minute intervals. Staff are confident Board of Variance meetings will be able to meeting physical distancing guidelines through scheduled appeal times and minor changes to the entrance and exit routes into the Chamber. Due to the cancellation of the April and May Board of Variance meetings, there is a backlog of applications for consideration. To address the backlog of applications, the Chair has requested an additional Board of Variance meeting to take place on 2020 June 30 at 5:00 p.m.

Requiring in-person attendance of applicants and those that wish to provide comment on any particular application may discourage or prevent participation by some applicants or members of the public who have public health concerns with in-person attendance. To address barriers to meeting participation, the following options will be provided:

In-Person: The applicant and members of the public may attend the meeting physically. This existing procedure will not change.

Written Submissions: The public may provide written comments regarding any of the Board of Variance applications via email or Canada Post. This existing procedure will not change.

Phone Participation: Applicants and members of the public that do not wish to attend the Board of Variance meeting in-person, may provide submission and comment via telephone.

To: City Manager
 From: City Clerk
 Re: NEW PROCEDURES FOR CONDUCTING SELECT
 COMMITTEE, COMMISSION, AND BOARD OF
 VARIANCE MEETINGS

2020 May 25 Page 5

Unlike Public Hearings, webinar participation will not be provided as Board of Variance applications do not result in a large number of attendants. All participation options will be communicated to applicants and the public through existing notification practices such as applicant letters, neighbourhood notifications, and on the City's website.

7.0 TRANSPARENCY AND PUBLIC ENGAGEMENT

To ensure transparency of the select committee, commission, and Board of Variance meetings, staff recommend the aforementioned meetings be broadcasted (via live web broadcast) on the City's website. Live broadcasting the meetings will reproduce as closely as possible a physical attendance experience at home.

8.0 MEETING LOCATION AND START TIMES

Location

Select committee, commission and Board of Variance meetings take place in various meeting rooms at Burnaby City Hall. To ensure physical distancing guidelines are adhered to, and to enable live broadcasting of the various meetings it is recommended that all select committee, commission, and Board of Variance meetings take place in the Council Chamber.

Planning for two community meetings (2020 October 5 Council meeting, and 2020 October 13 Parks, Recreation and Culture Commission meeting) begins early in the year with facility bookings, audio visual contracts, and advertising. Upon the closure of the City's recreation facilities, the bookings for these meetings were cancelled as there was/is uncertainty of their availability should the closures remain. Staff is recommending that the two community meetings, Council 2020 October 5, and the Parks, Recreation and Culture Commission meeting 2020 October 13, be relocated from the community facilities to the Council Chamber.

Start Time

Select committee, commission, and board meetings have previously been scheduled to start at 6:00 p.m. Since the COVID-19 pandemic began impacting the delivery of services and business practices, the City has adjusted the start time of Council meetings from 6:00 p.m. to 5:00 p.m. To provide consistency in meeting start times and to create a new routine for the public, committee, commission, and board members, it is recommended that the start times of select committees, commissions and boards be changed to 5:00 p.m. to align with Council meeting start times. Committee, commission and board members were surveyed to determine the acceptability of an earlier start time. The vast majority of members were supportive of a 5:00 p.m. start time.

To: City Manager
 From: City Clerk
 Re: NEW PROCEDURES FOR CONDUCTING SELECT
 COMMITTEE, COMMISSION, AND BOARD OF
 VARIANCE MEETINGS

2020 May 25 Page 6

9.0 CLOSED MATERIALS

Select committees, the Community Heritage Commission, and the Board of Variance rarely considered items in a closed meeting. Typically closed items considered by the aforementioned groups relate to the consideration of an individual for an award. Although the technology used to facilitate electronic participation in meetings seeks to minimize the risk of unauthorized access of confidential information, as a precaution, it is recommended that all closed items be sent directly to Council for consideration. The Parks, Recreation and Culture Commission does consider closed items more frequently than others, and upon discussion with the Director Parks, Recreation and Cultural Services, it is further recommended that all closed items previously considered by the Commission be sent directly to Council with the members to receive a copy of the report for information.

10.0 RECOMMENDATIONS

To ensure physical distancing, facilitate live web broadcasting of the meetings, and to provide consistent start times, staff recommend Council approve the select committee, commission, and Board of Variance meeting schedule (date, time and location) as proposed. Should Council or meeting Chairs wish to add meetings not currently scheduled, additional staff resources will likely be required as new procedures for supporting electronic participation in meetings has increased the support needed for each committee significantly.

To minimize the risk of unauthorized access to closed materials, it is further recommended that all closed materials be sent directly to Council for consideration. Lastly, to ensure all select committee, commission, and Board of Variance members are aware of the changes outlined in the report, it is recommended that a copy of the report be sent to members for information.



Kate O'Connell, MPP
 CITY CLERK

:ko

Copied to: Management Committee Members



Meeting 2020 May 25

COUNCIL REPORT

TO: CITY MANAGER **DATE** 2020 May 20

FROM: DIRECTOR BURNABY EMERGENCY
OPERATIONS CENTRE **FILE:** 23000 06
EMERGENCY OPERATIONS CENTRE
PLANNING SECTION CHIEF

SUBJECT: COVID-19 BURNABY RECOVERY FRAMEWORK

PURPOSE: To present a framework to guide the reopening of Burnaby's services and operations that have been closed to the public due to the COVID-19 pandemic.

RECOMMENDATION:

1. **THAT** Council adopt the report titled "COVID-19 Burnaby Recovery Framework," as shown in *Attachment 1*.

REPORT**1.0 BACKGROUND INFORMATION**

In response to the COVID-19 pandemic in British Columbia and the need for a municipal response to the crisis, the City of Burnaby activated its Emergency Operations Centre (EOC) on 2020 March 11. As the crisis deepened, on 2020 March 17, the EOC's status was elevated, when it became apparent that a thorough municipal response was required to address emerging direction from the federal and provincial governments, and local health authorities. An early key direction was limitations placed on the size of public gatherings, followed by social/physical distancing requirements. These actions led to the closure of several civic facilities, primarily those related to parks, recreation and cultural services, libraries, and the cancellation of numerous related programs and events. All affected facilities, except for golf courses which reopened with strict restrictions on 2020 May 01, have remained closed since.

Burnaby has operated under the guidance of senior levels of government and local health authorities. The actions taken collectively by the City, citizens and businesses contributed positively to British Columbia's outcomes in fighting COVID-19, resulting in the subsequent "flattening of our curve" and a slowing of the transmission of the virus. Due to the positive results we have had in slowing the virus, on 2020 May 06, the Province of British Columbia released "BC's Restart Plan." The Plan outlines the framework BC will follow in allowing the opening up of provincial services and operations.

To: City Manager
 From: EOC Director and EOC Planning Section Chief
 Re: COVID-19: Burnaby's Recovery Framework
 2020 May 20 Page 2

To guide the resumption of Burnaby's services and operations, *COVID-19 Burnaby Recovery Framework* (the "Burnaby Framework") has been created (*attached*). This document provides a road map for opening City services and operations in a strategic manner, based on alignment with the provincial framework. Burnaby's Framework provides clear direction on how the City will resume services at City Hall, our libraries, and our parks, recreation and cultural facilities, providing confidence to our community that the City will support citizen and business needs in the safest way possible as we transition our operations through this time.

2.0 POLICY

Burnaby's Framework aligns with the following goals and sub-goals of the Corporate Strategic Plan:

- **A Safe Community**
 - Emergency Preparedness - Enhance plans, procedures and services so that we are better prepared to respond to emergencies and are able to maintain City services
 - Emergency Services - Provide responsive emergency services
- **A Healthy Community**
 - Healthy Life – Encourage opportunities for healthy living and well being
 - Community Involvement – Encourage residents and businesses to give back to and invest in the community
- **A Connected Community**
 - Partnership - Work collaboratively with businesses, educational institutions, associations, other communities and governments
- **A Thriving Organization**
 - Reliable Services, Technology and Information - Protect the integrity and security of City information, services and assets

3.0 COVID-19 BURNABY RECOVERY FRAMEWORK

3.1 Overview of Burnaby's Framework

Since the onset of the pandemic, the City has followed the recommendations of the federal and provincial governments and health authorities. Working with government, health and community partners, those efforts have collectively resulted in British Columbia being able to flatten its curve, and for Burnaby to be a location in which the spread of the infection and outbreaks were effectively managed. To continue on this path, to provide coordination with provincial directives, and to clearly communicate with the public, Burnaby's Framework is closely aligned with the directions set out in the Province of BC's *Restart Plan*.

The Provincial framework sets out stages for reopening, based on predictive modeling, which compares the percentage of "normal contact" individuals may have, and its relationship to the number of infections in the community. With the restrictions we have in place now, we are at 30%

To: City Manager
 From: EOC Director and EOC Planning Section Chief
 Re: COVID-19: Burnaby's Recovery Framework
 2020 May 20 Page 3

of our normal contacts; future stages are based upon contact levels of 40%, 60%, and 80%+. The provincial framework also sets out a hierarchy of protection measures, of which physical distancing is the most effective measure, followed by engineering controls (such as providing hand washing stations, enhanced cleaning, Plexiglas barriers, etc.), administrative controls (such as rules and regulations to manage crowd sizes and gatherings of people), and Personal Protective Equipment (such as wearing non-surgical masks and gloves). Burnaby's Framework is aligned with provincial stages of recovery and approaches to protective measures.

Although Burnaby's Framework focuses on City operations it also recognizes the broader issues of economic recovery and community recovery. Other organizations and community partners are resuming services as well. Burnaby's Framework acknowledges the City's role in working with community partners to support community needs, and this work is currently occurring through the Burnaby Primary Care Network's organization of working groups on various community issues. The City also has a role in supporting business recovery, and is currently participating in the Burnaby Board of Trade's Business Recovery Task Force in this regard.

3.2 Burnaby's Framework – Guiding Principles and Strategies

Burnaby's Framework provides guidance on how the city will open, and what opening would look like. To ensure we reopen our facilities in a strategic way, we will be guided by seven principles (guiding how we will act) and 15 strategies (guiding what we will do) as we move through the various stages of recovery. The principles and strategies can be grouped into three main themes:

- **Safety** – placing a priority on safety and risk management, ensuring we meet federal and provincial directives, and ensuring that all City buildings and facilities meet occupational health and safety requirements for patrons and employees.
- **Service** – providing as much service as is safely possible, adapting services when necessary, prioritizing services that support vulnerable populations, first responders, and front line workers, reopening revenue centres to support other services, and supporting both physical and mental health by providing as many outdoor opportunities as possible.
- **Action** – working with all community and government partners, communicating and educating in a timely way about our actions and health directives, providing ways for people to social distance in our public spaces, and supporting local businesses and our most vulnerable citizens.

3.3 Five Stages

Similar to BC's *Restart Plan*, the Burnaby's Framework consists of five stages. Burnaby's Framework describes the types of activities that could occur at the provincial level, at the community level, and most germane to this document, the three main areas of the City's services and operations: City Hall; Parks, Recreation and Cultural Services; and the Burnaby Public Library. Burnaby's Framework acknowledges "Full Lock Down" as a stage; while we experienced a high level of restrictions with many closures and limited movements in the past several weeks,

To: City Manager
 From: EOC Director and EOC Planning Section Chief
 Re: COVID-19: Burnaby's Recovery Framework
 2020 May 20 Page 4

BC never fully closed as other jurisdictions did. The five stages of Burnaby's Framework are summarized below:

Stage	Burnaby's Recovery Framework	Timing	Description
	Full Lock Down	n/a	<ul style="list-style-type: none"> Essential services only, all City facilities closed, all in-person programs cancelled
1	Safe Operations	Feb – May 13	<ul style="list-style-type: none"> Limitations on size of public gatherings, social/physical distancing Closure of several City facilities, cancellation of programs, events and services, virtual Council meetings, many Committee, Boards, and Commission meetings cancelled
2	Gradual Opening	May 13 – May 31	<ul style="list-style-type: none"> Gradual opening of civic facilities, emphasis on outdoor activities and allowing people to be physically active
3	Enhanced Opening	June 1 – Sept 30	<ul style="list-style-type: none"> Continuation of opening process, guided by the development of health and safety guidelines Increased library services and limited openings of library branches, limited access to City Hall, consideration to opening community centres, galleries, museums, City food services, community programs
4	Large Gatherings	Subject to Health Orders and Restrictions	<ul style="list-style-type: none"> Continuation of Stage 3 openings, guided by the development of health and safety guidelines, and subject to provincial health orders City Hall open to public, Council, Committee, Boards and Commission meetings open to public, Park facilities open, cultural services, events, concerts, festivals, parades may resume, libraries open and programming resumes

Burnaby's Framework contains examples of City activities that can be anticipated in each stage, and contains an estimated date by which they may occur. There is much work still to be done to determine the details and safe operations of how services and facilities will resume, and it is the role of the City's Emergency Operations Centre to ensure the safe return of City activities. Operational considerations, and our guiding principles will determine when and how a particular service will be provided. Not all services will return to "normal," and it is anticipated that many services and programs will be adapted to meet health and safety considerations. As reopening of facilities and services are planned, staff will report back to Council and communicate with the public accordingly.

To: City Manager
 From: EOC Director and EOC Planning Section Chief
 Re: COVID-19: Burnaby's Recovery Framework
 2020 May 20 Page 5

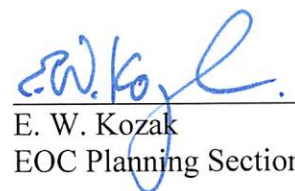
4.0 CONCLUSION

The COVID-19 pandemic has resulted in tremendous change and impact in our economy, in our community, and in our City operations. In response, the City, following provincial directives, took the difficult steps of closing our recreation, cultural and library facilities, and restricted activities in our parks and other civic buildings to maintain physical distancing requirements. As BC has seen positive results in reducing the spread of COVID-19, the province, and the City can contemplate resuming activities in a safe and strategic way.

To guide reopening of City facilities and provision of services, the "COVID-19 Burnaby Recovery Framework" has been created. Burnaby's Framework provides a set of principles and strategies to guide restarting, based on safety, service provision and city action guidelines, and on a 5-stage approach. Closely aligned with provincial direction, and to be implemented in coordination with our community partners, Burnaby's Framework articulates a path forward for City operations. It is the intention that the Burnaby Framework will also communicate with Burnaby residents and businesses a pragmatic path forward, one that is based on serving our citizens and businesses in the safest and best way possible.



 Dave Critchley
 EOC Director



 E. W. Kozak
 EOC Planning Section Chief

DAC/EK/LG:tn

Attachment

cc: Director Parks Recreation and Cultural Services
 Director Public Safety and Community Services
 Director Corporate Services
 Chief Librarian



Final

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TABLE OF CONTENTS

1. Purpose	1
2. Together We've Flattened the Curve.....	2
2.1. Global Pandemic	2
2.2. Canada's Experience	2
2.3. BC's Experience	3
2.4. Health Orders and City Actions to Date	6
2.5. Moving Forward.....	6
2.6. Timing and Adapting	8
3. BC's Restart Plan	9
3.1. Modelling	9
3.2. Restarting BC.....	10
3.3. Controls.....	10
3.4. Four Stages.....	11
4. Burnaby's Recovery Framework	15
4.1. Creating the Framework	15
4.2. Principles and Strategies.....	16
4.3. Burnaby's Four Stages of Recovery.....	18
5. Community Action and Support	25
5.1. <i>Economy</i> - Burnaby Board of Trade and the Business Recovery Task Force	25
5.2. <i>Community</i> - Burnaby Primary Care Networks Working Groups.....	26
5.3. <i>City Operations</i> - City of Burnaby Emergency Operations Centre (EOC) Task Force	30
5.4. Opportunities for Public Input	30
6. Conclusions	31

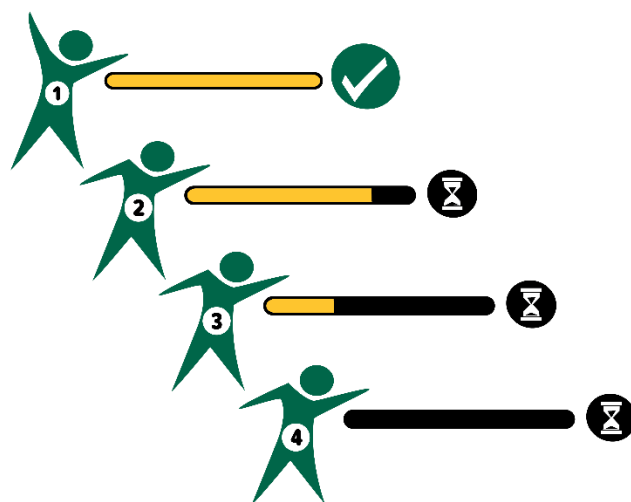
APPENDICES

A. Summary of Reopening Plans – Provincial Examples.....	33
B. Additional Resources (links)	34



1. PURPOSE

The City is looking ahead and preparing to reopen services in stages – the release of Burnaby’s Recovery Framework signals the beginning of “reopening” our community. The purpose of the Burnaby Recovery Framework is to look at the “what if’s” and plan for how the City can prepare and react; if they happen. The Recovery Framework is a road map, not a calendar.¹



the City is preparing for
**reopening
 services in stages**



Photo credit: CTV News Vancouver

2. TOGETHER WE'VE FLATTENED THE CURVE

"The things we are doing right now are not forever."

Dr. Bonnie Henry 2020 April 18

2.1. Global Pandemic

COVID-19 was first reported to the World Health Organization (WHO) in China on 2019 December 31.² The outbreak was declared a Public Health Emergency of International Concern about one month later on 2020 January 30,³ and a Global Pandemic about two and a half months later on 2020 March 12.^{4 5}

2.2. Canada's Experience

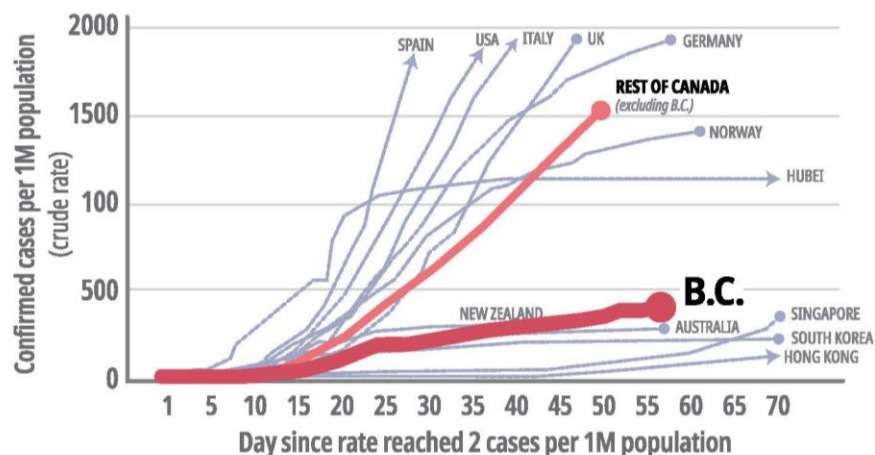
On May 4, Canada was ranked the 12th country in the world⁶ with more than 59,800 cases (3,766 deaths with an overall fatality rate of 6.3%)⁷.

As shown below, Canada has done better than many other countries including Spain, US, Italy, UK, and Germany, in flattening the national curve and reducing the spread of COVID-19.

Case Rates Comparison

Cumulative diagnosed COVID-19 case rates by select countries vs BC and Canada.

Note: QC, and, to a lesser extent, ON, have the largest impact on the values for the rest of Canada.



COVID-19 IN BC

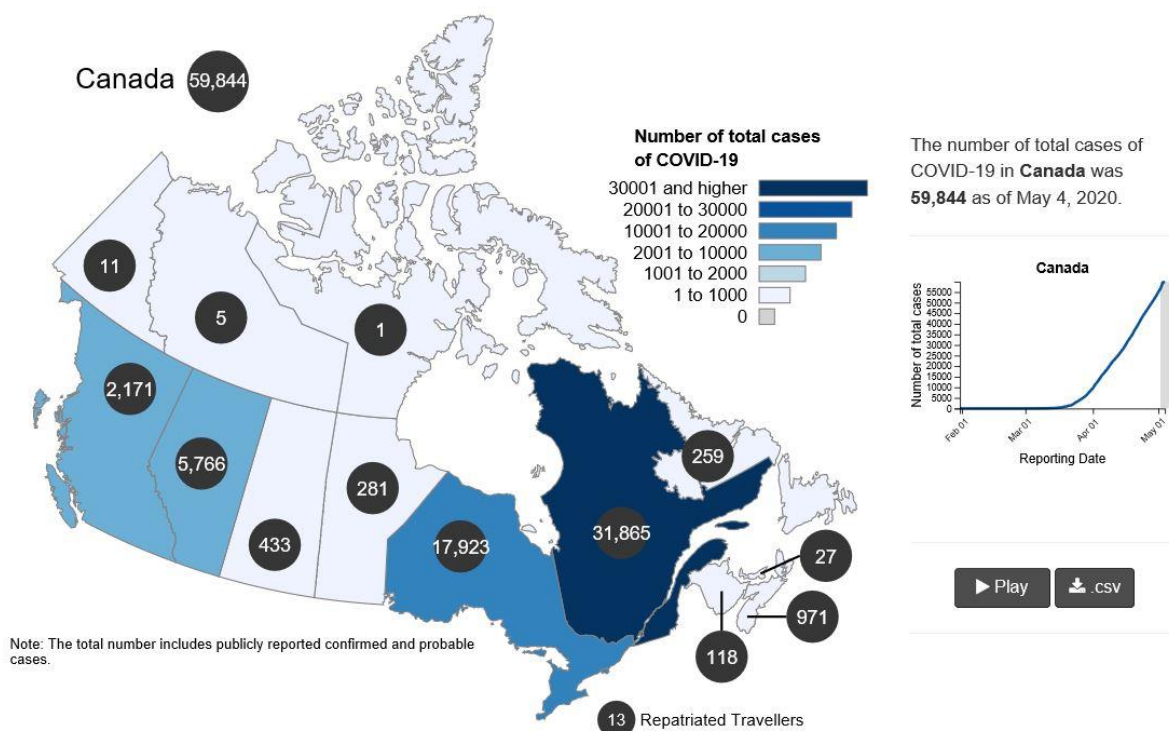
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Source: https://news.gov.bc.ca/files/Covid-19_May4_PPP.pdf

Within Canada, BC has been a leader having a ‘flat’ curve that compares well to some of the countries that are considered world leaders like New Zealand, Australia, Singapore, South Korea, and Hong Kong, as shown on page 2.

2.3. BC’s Experience

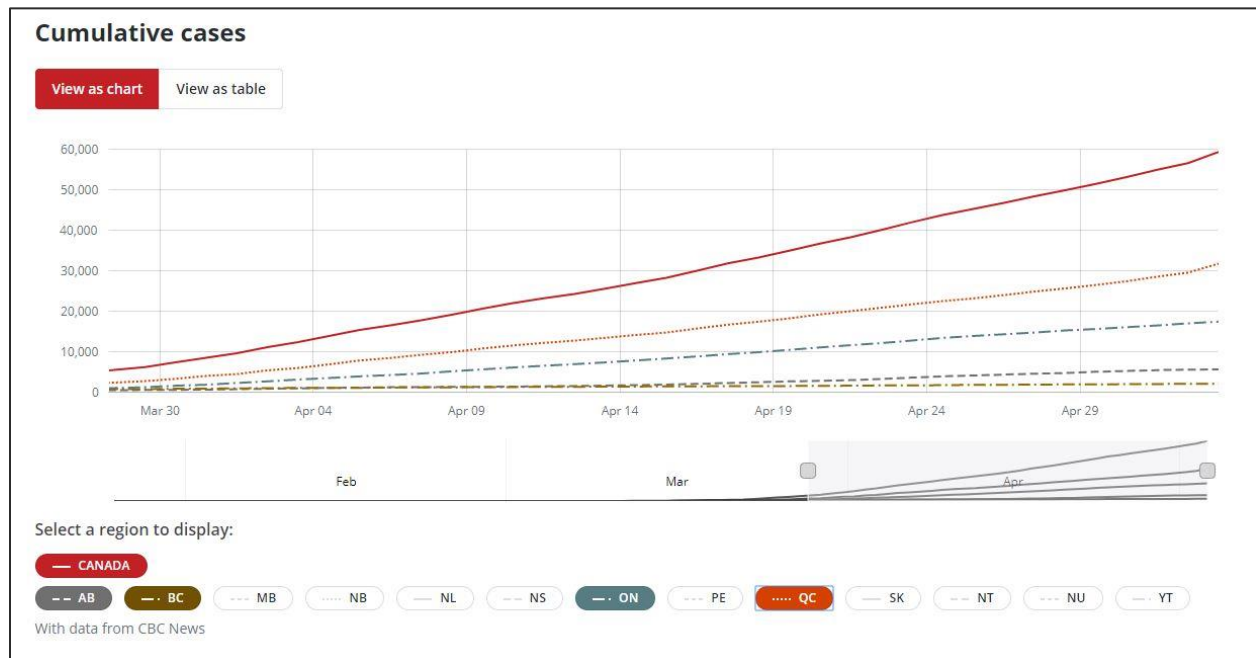
As of April 15, BC had the lowest number of total cases, the lowest percentage of cases by population and the lowest hospitalization rate⁸ of the four largest provinces, namely, BC, Alberta, Ontario and Quebec. The highest number of cases within Canada are Quebec with 31,865 cases (2,205 deaths), Ontario with 17,923 cases (1,300 deaths), Alberta with 5,766 cases (95 deaths), and BC with 2,171 cases (114 deaths),⁹ as shown below. When the number of cases are divided by population,¹⁰ Alberta and Ontario trade places, but BC still remains the lowest – Quebec (0.37%), Alberta (0.13%), Ontario (0.12%), and BC (0.04%).



Source: <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html>

BC has the lowest death rate of any jurisdiction in Canada, the United States and western Europe with more than 5 million people.¹¹ As of early May, when compared to BC’s death rate, Canada’s is about 4.5 times higher, Washington State’s is 5.4 times higher, Quebec is over 11 times higher, the US’ is over 10 times higher, and New York State’s is over 60 times higher.

Within Canada, BC's curve is much flatter than Quebec's or Ontario's, as shown on below.



Together, we have achieved a lot already, particularly in BC:

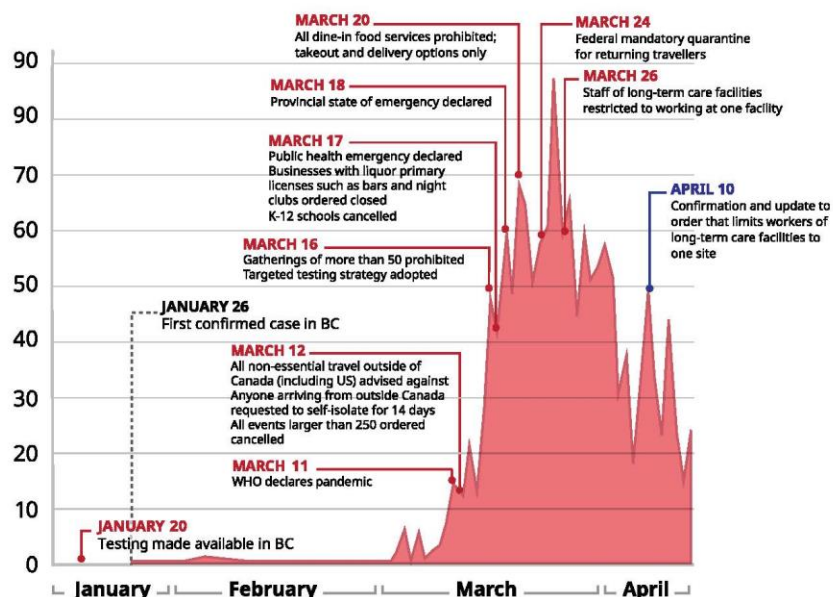
- **BC has been a leader** amongst the four largest provinces in Canada – BC, Alberta, Ontario, and Quebec.
- **We have reduced numbers** (new cases, people in hospital, people in intensive care, rate of deaths) – together we have **flattened the curve** in BC.
- Burnaby, as the third largest City in BC, helped **contribute** to these great results.
- Thanks to our hard work, **BC was never fully locked down**.
- **Many sectors of the economy were left running** – together we turned the volume down on personal interactions, but never pressed mute.¹²
- **We followed Dr. Henry's orders** to physically distance, wash your hands, avoid gathering in groups, self-isolate when necessary, and more.
- **We supported our neighbours and your local community** by checking in with family and friends, donating or volunteering at local organizations, supporting local businesses, or supporting front-line workers, first responders and healthcare workers by banging pots at 7 pm each night, placing hearts in windows, painting rocks, leaving chalk messages, or turning the lights on. A few got really creative and made personal protection equipment for healthcare workers!

Since the first confirmed case in BC on 2020 January 26, the province of BC has taken key actions in slowing the spread of the virus. Throughout the province, British Columbians followed the actions and guidance of the provincial health agencies, and together, they helped to flatten the curve. The chart below illustrates the timeline of actions and the resulting change in the shape of the curve.

BC's Timeline

Number of confirmed COVID-19 cases in BC date reported to public health, January 1 – April 13, 2020

Data sources: BCCDC and regional health authorities.



COVID-19 IN BC

Source: https://news.gov.bc.ca/files/COVID19_Update_Modelling-BROADCAST.pdf

"Our lives, our businesses, our communities have dramatically changed in these last 100 days and yet one thing has stayed the same, and that is the unwavering commitment of everyone here in British Columbia to work together and to keep our firewall strong, to do everything we can to protect our communities, our seniors and elders in particular, and our families across British Columbia."

Dr. Bonnie Henry 2020 April 30

Through all of this, the City of Burnaby is continuing to support the community during the COVID-19 pandemic, including helping people meet their basic social and economic needs.



2.4. Health Orders and City Actions to Date

From the outset, the focus of BC's efforts has been on protecting people by reducing the spread of COVID-19. The figure on page 7 summarizes the federal and provincial health orders and directives on the left and the City of Burnaby's responding actions on the right. It shows how the City has responded to the many changes asked for by both the federal and provincial government in an effort to support and protect the community.

2.5. Moving Forward

Please! Keep doing what we have been doing! Physical distancing, washing hands, avoid touching your face, working from home whenever you can, and self-isolating when sick.

Honour the freedoms we have achieved by staying committed to the current orders from Dr. Theresa Tam and Dr. Bonnie Henry, even as they change.

Although gains have been made, we must continue to work toward earning additional freedoms through responsible behavior and recognize that spikes and more waves of COVID-19 are also possible, and we may have to take temporary steps backward.

As we continue to battle to control and eliminate COVID-19, testing and contact tracing will likely be a big part of controlling COVID-19 as things reopen in BC. Other measures like masks, taking temperatures, and apps may also be used more often by some businesses and organizations.

There is also a massive amount of research being done on COVID-19 and we will soon have more information to help us all make safe choices.

"Right now we need to stay strong and continue to bend our curve down. We all need to be champions of safe physical distancing, of hand washing, of staying connected at a distance to those that are at high-risk who may be alone in our community, we need to support those around us to self-isolate when they are ill, to make sure that all of us take responsibility for ourselves and our children, to stay away from others if we are sick. We need to continue to be caring and compassionate to our friends, to our neighbours and to our community and to show our appreciation to the countless British Columbians who are protecting us, whether they are healthcare workers, whether they are grocery workers, whether they are ensuring we have food on our table and we need to continue to do all of this by being kind and being calm and staying safe."

Dr. Bonnie Henry 2020 April 30

	 Federal	 Provincial	 City of Burnaby
Jan / Feb		January 20 Testing made available in BC. January 26 First confirmed case in BC.	2020 January-February February Cleaning is enhanced in all public facilities.
March	March 11 WHO declares pandemic. March 12 All non-essential travel outside of Canada (including US) advised against. Anyone arriving from outside Canada requested to self-isolate for 14 days. All events larger than 250 ordered cancelled. March 14 Travel advisory to avoid all non-essential travel outside of Canada and avoid cruise ships. Canadians abroad were urged to return home as soon as possible while commercial travel was still available. March 16 All non-Canadian or non-permanent residents banned entry into Canada. March 18 Canadian-US border closed to all non-essential travel. March 19 All Canadian travellers returning to Canada urged to self-isolate for 14 days. March 24 Federal mandatory quarantine for returning travellers. March 26 All in person Service Canada Centres have closed. March 28 All airlines must conduct a health check on travellers. Passengers with symptoms refused travel for 14 days.	March 16 Gatherings of more than 50 prohibited. Targeted testing strategy adopted. March 17 Public health emergency declared. Businesses with liquor primary licenses such as bars and night clubs closed. K-12 cancelled. March 18 Provincial state of emergency declared. March 20 All dine-in food services prohibited; takeout and delivery options only. March 21 Closure of personal services like barbershops, salons, nail estheticians, health spas, massage parlours, tattoo shops and others. March 24 BC Ferries advised customers to avoid non-essential travel. The Province has closed certain parks and recreational areas. March 26 Staff of long-term care facilities restricted to working at one facility. Released the list of businesses it will deem "essential" that will be allowed to open even if an order is issued for businesses to close.	2020 March March 12 Operating Guidelines are established for employees who are required to self-isolate. March 13 All City-organized events with more than 50 people are suspended. March 13 Public gatherings with more than 250 people are suspended or cancelled. March 14 Work From Home policy is introduced. March 17 Emergency Call Centre is set up to assist Burnaby residents with Covid-19 questions. March 18 Public Facilities are closed - including libraries, recreation and cultural facilities, golf courses and City-operated restaurants. March 19 Emergency Supplies Policy is developed to ensure staff have access to protective equipment. March 23 Committee, Commission, Board, and Public Hearing meetings are suspended. Council meetings are moved online. Public access to City Hall is restricted (by appointment only). Staff levels are reduced at City Hall to support physical distancing (staggered shifts, week-in and week-out, work from home and redeployment). A COVID19 Action Team (CAT) is set up to review public health order compliance issues. March 26 Warming Centre services are extended with a new Warming Centre opened in Burnaby Lake Ice Arena.
April / May	April 14 International travellers must have a place to isolate or quarantine. If not, one is provided.	April 10 Confirmation and update to order that limits workers of long-term care facilities to one site. Travellers arriving at Vancouver International Airport or at a Canada/US land border crossing must have a self-isolation plan for 14 days. May 1 The Government of British Columbia will permit local governments to hold public hearings electronically.	2020 April April 20 City provides support for a Rent Bank to assist Burnaby renters at risk of eviction. May 01 Golf Courses reopen with health and safety measures in place. May 01 Standing Committee meetings are reinstated. (Executive Committee of Council, Financial Management Committee, and Planning and Development Committee).
	Sources: BCCDC and regional health authorities McCarthy Tetraault		

2.6. Timing and Adapting

“We’ve got to redesign to reopen.”¹³

Richard Florida

Head of the Martin Prosperity Institute, Rotman School of Management, University of Toronto

The situation is and will likely continue to be fluid and dynamic and will require people, businesses and organizations, including the City, to adapt to changing conditions as we move forward together.

“We have to be prepared that it will take some time for a vaccine to be developed and broadly available for everyone. Our current understanding is that it could be up to 18 months. Until that time, we must continue to hold the line on COVID-19, even as we gradually ease some restrictions. This is the balance that we must find together.”

Dr. Bonnie Henry 2020 May 6

The timing and specifics of each stage are subject to change, based on the ongoing advice of Dr. Theresa Tam and Dr. Bonnie Henry and other public health experts. In many cases the City will need to adapt to “reopen”. Services, facilities and programs may be different than before and that’s OK. It is our way of providing as much as we can under different conditions.



Photo credit: Columbia Valley Pioneer

3. BC'S RESTART PLAN

"BC has been extraordinarily successful compared to many other jurisdictions around the world."

"BC has been charting its own course for a long time."

Premier John Horgan 2020 May 6

BC's [Restart Plan](#) is the first in a series of steps that we will take together to protect people and ensure that our province can come back from COVID-19 stronger than before.

3.1. Modelling

"We do not want to be starting and stopping."

Dr. Bonnie Henry 2020 May 6

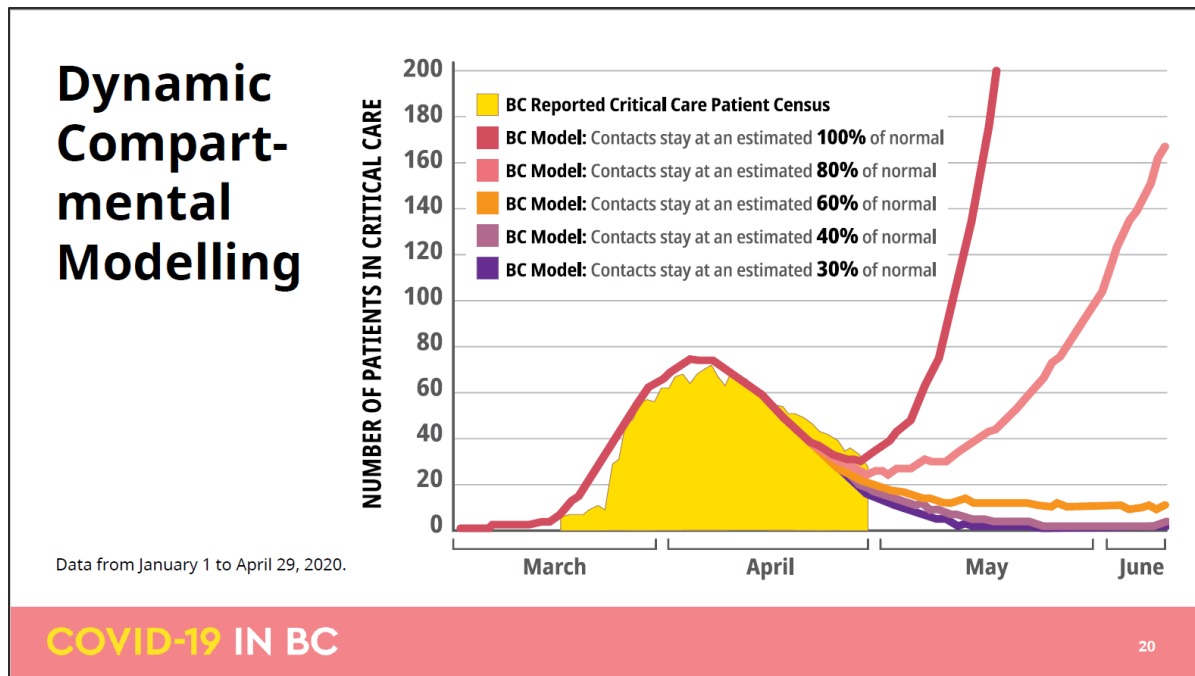
The province of BC has been using modelling to predict the spread of COVID-19 within our province. Three sets of information have been released to the public so far:

- March 27 - Critical Care and Acute Care Hospitalization Modelling.
- April 17 - COVID-19: Where we are. Consideration for the next steps.
- May 5 - Moving Forward.

On April 17, four sets of predictions were introduced all based on the percentage of "normal" contact –30%, 60%, 80%, and 100% of "normal", with "normal" being the way we were all behaving before COVID-19 with no restrictions. On May 5, a fifth prediction was introduced at 40% or a slight relaxation from where we are now at 30%, as shown on page 10.

Dr. Bonnie Henry noted that we are "hovering" meaning the curve in BC has flattened or plateaued.

While contacts in BC are now around 30% of "normal", the modelling work showed that it could likely increase up to about up to 60% or double, without causing a resurgence of the virus.



Source: https://news.gov.bc.ca/files/Covid-19_May4_PPP.pdf

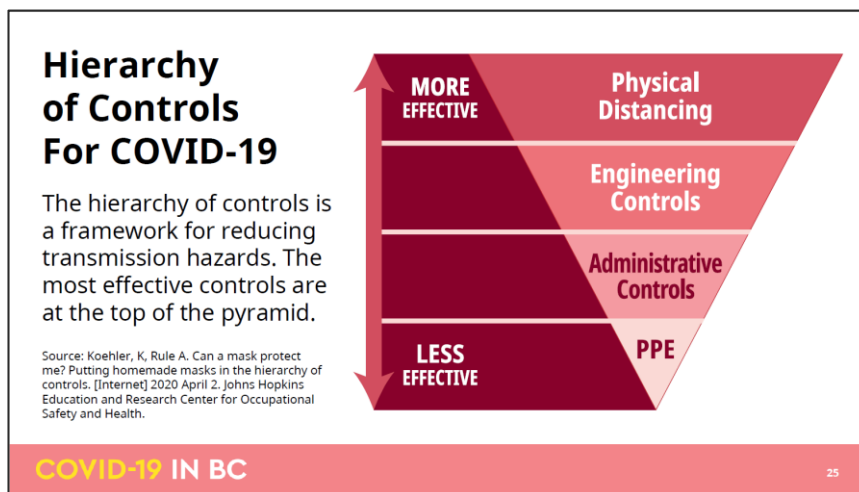
3.2. Restarting BC

On May 6, John Horgan, the Premier of British Columbia, Adrian Dix, BC Minister of Health, and Dr. Bonnie Henry, the Provincial Health Officer, presented BC's framework for easing COVID-19 restrictions – BC's [Restart Plan](#).¹⁴

Although BC's [Restart Plan](#) may have started later than some of the other provinces, it is further ahead because it had fewer restrictions to being with.¹⁵

3.3. Controls

The province highlighted the continued importance of physical distancing as the most effective protection against COVID-19 within the four groups of controls listed and shown below.



Source: https://news.gov.bc.ca/files/Covid-19_May4_PPP.pdf

- Physical distancing.
 - Few faces and big spaces.
 - Outside preferred over inside.
 - Work from home, stagger shifts, use virtual meetings as much as possible.
- Engineering controls.
 - Increasing ventilation like opening windows.
 - Providing hand washing stations.
 - Using protections like cleaning high-touch areas.
 - Installing barriers like Plexiglas, signs, and lines.
- Administrative controls like rules and guidelines.
 - Reducing non-essential travel.
 - Reducing size of gatherings.
 - Other policies.
- Personal Protection Equipment (PPE).
 - Wearing non-surgical masks (while on transit or at the grocery store).

3.4. Four Stages

There are four stages in BC's [Restart Plan](#).

Stage 1 – “Safe Operations” - 30% of Normal (now)

BC is now in Stage 1 – *Safe Operations*. Unlike many other places that imposed strict “lock down” policies, BC’s approach was to require “safe operations” of a broad range of services during Stage 1 to both maintain our health care system and maintain key services and supplies.

Restarting economic activity will look different in BC than in other jurisdictions, because only a small number of sectors in the province were closed by public health orders. Many other provinces are just now reaching the level of safe operations BC has been able to maintain throughout the pandemic.

Although the impacts to local businesses have been considerable, BC shut down relatively few activities to begin with so BC has fewer things to reopen than many other parts of the country.

Stage 2 – “Gradual Opening” - 40% of Normal (May 19)

“Few faces and big spaces”

Dr. Bonnie Henry 2020 May 6

Under enhanced protocols, the province will be reopening the following in Stage 2 – *Gradual Reopening* on May 19:

- Restoration of health services.
 - Re-scheduling elective surgery.
- Medical services:
 - Chiropractic, dentistry, physiotherapy, and registered massage therapy.
 - Physical therapy, speech therapy, and similar services.
- Retail.
- Hair salons, barbers, and other personal services.
- In-person counselling.
- Restaurants, cafes, and pubs **with sufficient distancing measures**.
- Museums, art galleries, and libraries.
- Offices.
- Recreation and sports.
- Parks, beaches, and outdoor spaces.
- Increasing transit service.
- Child care.

In addition to BC's [Restart Plan](#) the province will likely issue **broad rules for people** to guide their social interaction with extended family or small groups like 2-6 guests¹⁶ while physical distancing.

Different **guidelines will be issued to industries**. For businesses, the province has stated that they will build on the successful experience gained in Stage 1 – *Safe Operations* by supporting all businesses as they take steps toward a successful reopening in Stage 2 – *Gradual Reopening*. Sectors that were ordered closed will be asked to work with [WorkSafeBC](#) to develop plans to reopen safely. [WorkSafeBC](#) is developing industry-specific guidance to help employers bring workers and customers back safely.

- Sectors that have operated during the pandemic may need to update their COVID-19 Safe Plans to fit with [updated Health and Safety Guidelines](#), best practices and resources.
- Any business restarting operations must ensure it is in compliance with the Provincial Health Officer's orders and in accordance with occupational health and safety guidance provided by [WorkSafeBC](#).
- Employers will be required to review the [new Health and Safety Guidelines](#), best practices and other resources from [WorkSafeBC](#) and adapt these materials into appropriate COVID-19 Safe Plans for your workplace.

Stage 3 - "New Normal" – 60% of Normal (June-September)

"Our shared health and well-being relies on all of us to be threads in a rope; side-by-side and far stronger all together, when we are physically apart."

Dr. Bonnie Henry 2020 May 6

While contacts in BC are around 30% of "normal" (Stage 1 – *Safe Operations*), they could likely increase up to 60% (Stage 3 – *New Normal*) by June without causing a resurgence of the virus. If the number of new cases remains low or declines, the following activities would be reopened under enhanced safety measures:

- Hotels and Resorts (June 2020).
- Parks – broader reopening, including some overnight camping (June 2020).
- Film industry – beginning with domestic productions (June/July 2020).
- Select entertainment – movies and symphony, but not large concerts (July 2020).
- K-12 education (September 2020) – beginning with gradual approach of optional in-class instruction this school year (June 2020).¹⁷
- Post-secondary education – with mix of online and in-class (September 2020).

The Government of BC will work closely with public health officials, businesses and labour organizations to lift restrictions in phases, gradually allowing for more social and economic activity, while closely monitoring health information to minimize the risk to the public.

[BC's Go Forward Strategy Checklist](#) notes the following key sectors will need to work through detailed practice standards before implementing Stage 3 - *New Normal*:

- Office Workplace Practice Standards.
- Health Workplace Standards.
- Personal Service Workplace Practice Standards (hairdresser/barbers; spas).
- Retail Practice Standards (including grocery stores).
- Resource Sector Standards.
- Restaurant and Food Service Practice Standards.
- Bar, Casino, Night Club Practice Standards.
- Hotels and Resorts (Including Camping) Practice Standards.
- Child Care Settings Practice Standards.
- School and Post-Secondary Institutions Practice Standards.
- Recreational Facilities Practice Standards.
- Outdoor Recreational Setting Practice Standards.
- Parks, Beaches and Outdoor Space Standards.

The province has also stated that additional work will also be required on travel management and enforcement.

"We have put the brakes on COVID-19, but new cases and outbreaks persist. As the modelling has shown, moving too quickly can only cause harm to us all."

Dr. Bonnie Henry 2020 May 6

According to the province, our “New Normal” practices during Stage 3 apply to every person and every situation with no exception. They are our guideposts for the weeks and months ahead. These include:

- staying informed, being prepared and following public health advice;
- practising good hygiene – hand hygiene, avoid touching face and respiratory etiquette;
- no exceptions to staying at home and away from others if feeling ill – whether for school, work or socializing;
- maintaining physical distancing outside your household, for example, no hand shaking or hugging, keeping your number of contacts low and keeping a safe distance;
- making necessary contact safer with appropriate controls, e.g., using Plexiglas barriers or redesigning spaces;
- increasing cleaning of frequently touched surfaces at home and work;
- considering the use of non-medical masks in situations where physical distancing cannot be maintained, such as on transit or while shopping; and,
- continuing to reduce non-essential personal travel.

Stage 4 – “Large Gatherings” - 80% of Normal (on hold)

Phase 4 will only be achieved when the threat of COVID-19 has been significantly diminished through widespread protection like broad successful treatments, evidence of “community” immunity, vaccination or something else with a large widespread benefit. The following activities are conditional on these widespread protections listed above being in place:

- Activities requiring large gatherings, such as:
 - conventions,
 - live audience professional sports, and,
 - concerts.
- International tourism.

The timing of a safe restart of night clubs, casinos and bars is a more complicated consideration. As with other sectors, industry associations will be expected to develop safe operational plans that are in keeping with [Public Health and Safety Guidelines](#), as well as [WorkSafeBC](#).

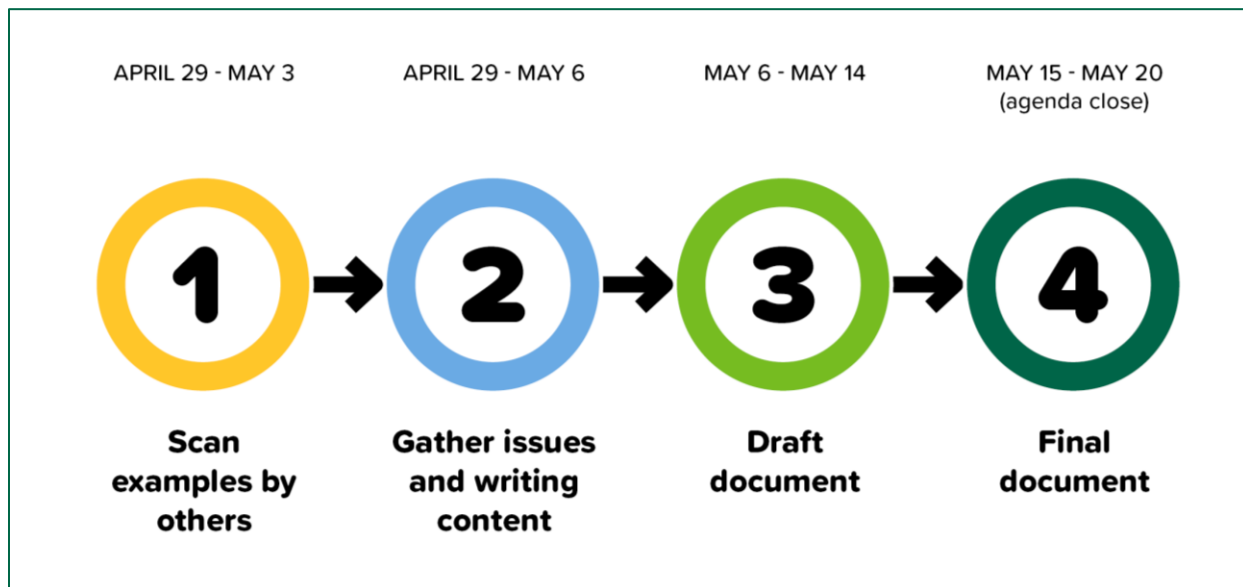


4. BURNABY'S RECOVERY FRAMEWORK

4.1. Creating the Framework

Burnaby's Recovery Framework focuses on the three parts of the City's operations that were impacted the most by COVID-19:

- City Hall,
- Parks, Recreation and Cultural Services, and,
- Burnaby Public Library.



As shown in the process diagram on page 15, while creating the Recovery Framework we considered the following:

- **Step 1** – We scanned examples of what others are doing (other Provinces and other cities as shown in **Appendix A**). We also looked for examples of City reopening plans, but these were harder to find. Those we did find often seemed to have a focus in one area like housing, transportation, economic recovery, or occupational health and safety, but we wanted to take a broader approach – one that considered the economy and the community in addition to City operations.
- **Step 2** – We gathered community issues from our community partners and staff. Over 100 issues and multiple actions and supports were identified based on the work of the nine [Burnaby Primary Care Networks](#) Working Groups that have mobilized in local response to COVID-19.
- **Step 3** – We collected reopening ideas about City facilities and programs from our City staff.

The approach taken in creating Burnaby’s Recovery Framework has been measured and methodical, and it is designed to be flexible so it will allow the City to:

- prepare for more waves and spikes, if they occur;
- respond quickly to new health orders from Dr. Theresa Tam and Dr. Bonnie Henry;
- recognize that with the help and support of other levels of government, non-profits, business and residents we’re stronger together;
- consider changing the way we do things now (temporary), during recovery (temporary) and in future (permanent) to encourage people and businesses to survive current challenges and thrive in future; and,
- provide a framework to coordinate future decisions and future work, such as:
 - Business ReStart Task Force – Burnaby Board of Trade.
 - EOC Task Force on City Recovery – City of Burnaby.

4.2. Principles and Strategies

The City will make every effort to apply the following principles and strategies to all stages of the Recovery Framework, even as Dr. Theresa Tam and Dr. Bonnie Henry make changes to the federal and provincial health orders and directives, and the City shifts from one stage to another.

Principles by Theme

Principles are something that is fundamental to the way you act. They help us define “what” it is we are trying to achieve.

Safety

- P1 Place a priority on safety and risk management to encourage public confidence that any City space that is reopened is safe.

Service

- P2 Continue to provide as much service as is possible under the current conditions.
- P3 When 'reopening' is not possible, adapt City services to offer what we can under the current conditions.
- P4 Give priority to 'reopening' services that support first responders, front line workers, and the community's most vulnerable like low-income families, seniors and school-age children first.
- P5 Recognize that additional safety measures may mean higher operating costs for some programs and that all reopened programs must continue to be financially sustainable.

Action

- P6 Continue to work with all of our community partners - federal, provincial, regional and non-profit agencies.
- P7 Continue supporting our community's most vulnerable people like seniors, homeless, and others at high-risk.

Strategies by Theme

A strategy is a plan of action with a specific result as a target. They help us define "how" we are going to achieve things.

Safety

- S1 Adhere to all federal and provincial orders and directives as well as our obligations to protect the health and safety of the public.
- S2 Meet or surpass all occupational health and safety requirements to ensure a safe work place for all of our City employees.
- S3 Look for opportunities to use reopening pilots at one location to test and refine the proposed changes before rolling them out to other locations as a way to build staff and public confidence through gradually reopening.
- S4 Keep current and proactively assess our facilities, and make physical and operational modifications as needed including providing information, training, equipment, and monitoring to ensure compliance.

Service

- S5 Support community mental health by providing as many outdoor recreation opportunities as possible.
- S6 Help the City to do more by 'reopening' revenue centers as soon as possible to help pay for the delivery of other services.

Action

- S7 Coordinate our work with others in the region by participating in the efforts of Metro Vancouver's COVID-19 Response Task Force, Metro Vancouver's Regional Administrative Advisory Committee, and Metro Vancouver's Regional Economic Prosperity Advisory Committee.
- S8 Support community connections by providing timely and relevant communications about City services.
- S9 Support community compliance with provincial health orders and directives by providing education materials and enforcement, as required.
- S10 Encourage people to continue to practice physical distancing by providing innovative and creative approaches to provide more space for people to use in roads, parks, plazas, and other public spaces.
- S11 Help the local economy and Burnaby businesses through our licencing, permitting and development approvals processes and by reviewing regulations, policy, and bylaws to provide temporary or permanent changes to support new operating conditions and opportunities.
- S12 Support businesses in their efforts to adapt to changing conditions, such as a shift to operating outside, curb-side pick-up, and take-out.
- S13 As stimulus funding becomes available to help restart the economy, place a priority on items that align with the City Corporate Strategic Plan and three Sustainability Strategies – economic, social, and environmental.
- S14 Implement changes in City operations using the policies and procedures developed by the EOC Task Force on City Recovery to ensure an orderly and consistent approach to change.

4.3. Burnaby's Four Stages of Recovery

BC's [Restart Plan](#) is a blueprint for opening things up. The Province referred to their plan as a "careful restart" and the City of Burnaby will follow a similar approach.

The City will also be taking a slow, methodical approach to open up our civic facilities and programs in a way that enriches the lives of Burnaby residents and activates the economy while still safeguarding our health and safety. The safety of the public and City staff along with the guidance of the provincial health orders are key factors in advancing the City into the next stages of recovery.

This Recovery Framework is being developed to build on the hard work of Burnaby's residents, businesses, and our other community partners to flatten the curve in Stage 1 - *Safe Operations*. The timing and scope for increased access will be carried out in a way that is safe and consistent with provincial orders, directives, and guidelines.

Burnaby's Recovery Framework is defined by five stages. These include the four stages of BC's [Restart Plan](#) and one additional stage so the full spectrum from full "lock down" (which has not happened within BC) to "normal" (where the City was at the beginning of the year when everything was open).

Stage 1 - Safe Operations

With the City's activation of its Emergency Operations Centre (EOC) in mid March, the City entered Stage 1 – *Safe Operations*. As described in Section 2.3, the key direction of the Province included limitations placed on the size of public gatherings and followed closely by social/physical distancing requirements. These limitations led to the closure of several City facilities, primarily those related to parks, recreation and cultural services, libraries, community policing as well as the cancellation of numerous related programs and events. All affected facilities and programs remain closed, with the exception of golf services that reopened with strict restrictions on 2020 May 1.

Similar changes made throughout the province in Stage 1 – *Safe Operations* reduced BC to about 30% of “normal” or full open contacts as described in the province’s modeling work presented on 2020 April 17.¹⁸ Although less than full lock down, this phase includes a high level of restriction that has been effective in helping to flatten the curve or spread of the COVID-19 virus within BC.

In addition, access to City Hall was restricted to “by appointment only” and Committee, Commission, Board, and Public Hearing meetings were cancelled. City Council continued with virtual meetings.

Stage 2 - Gradual Opening

With the announcement of BC's [Restart Plan](#) in early May, the City began to move to Stage 2 - *Gradual Opening* with about 40% of “normal” contacts. Stage 2 will likely include a gradual opening of civic facilities starting with outdoor recreation amenities such as boat launches, sports fields for casual play, tennis and pickleball courts (singles matches only), sport courts, skate parks, disc golf, bike skills park, track at Swangard Stadium, community policing offices, and public washrooms. These amenities are located outdoors in open spaces that allow for physical distancing with minimized gatherings while providing the community access to physical activity. The City hopes these recreational amenities will remain open for a long time to come but the City is prepared to close them again, if the public does not adhere to physical distancing and gathering restrictions.

Stage 3 - Enhanced Opening and Stage 4 - Large Gatherings


The title for this stage, “Enhanced Opening”, is intentionally different than Stage 3 of BC's Restart Plan, “New Normal” as the City sees this as a continuation of the opening process started in Stage 2. The *Enhanced Opening* outlined in Stage 3 is planned to begin in early June. This will include increased access to Burnaby Public Library services through a new curbside pick up program and limited home delivery. In addition, there will be increased, but still limited access to City Hall for the purpose of property tax payments.

The provincial government and sectoral partners are developing plans through multiple ministries and sectoral partnership tables for a cautious return to 60% of social contacts in the pre-COVID-19 normal. These sectors are working through the details and implementation of “new normal” practice standards. Standards that are being developed that are relevant to the City include: Office Workplace Practice Standards, Restaurant and Food Service Practice Standards, Recreational Facilities Practice Standards, Outdoor Recreation Setting Practice Standards and Parks, Beaches and Outdoor Space Practice Standards.


The City will follow the guidance and direction of the Provincial Health Officer and the provincial Practice Standards, however, the timing and implementation of the City’s re-opening plan will be based first and foremost on ensuring the safety of Burnaby residents and staff.

The specific timing of how the stages of reopening will unfold is dependent on a range of factors including the direction of the Provincial Health Officer, the Practice Standards by sector, the [WorkSafeBC](#) regulations, and operational readiness of the City. The City will continue to communicate future plans to the community when they are ready to move forward.

The following two tables on pages 21 to 24 outline the main elements of Burnaby Recovery Framework for City operations. The first table summarizes key elements of BC’s Restart Plan. The second table shows examples of potential City actions which may be introduced throughout each stage of recovery. As mentioned, the actions will need to be flexible and fluid in execution, and are guided by BC’s [Restart Plan](#), federal and provincial health orders, and the City’s Principles and Strategies (as outlined in Section 4.2 on page 16).

Full Lock Down						Normal
BC's Restart Plan	Full Lock Down	1 Safe Operations	2 Gradual Opening	3 New Normal	4 Large Gatherings	
Timing		March-May 19	May 19 onward	June-Sept	"Community" Immunity or Vaccine	
Level of Restriction	Full	High	Almost High	Medium	Low to None	
% of Normal Contacts	~10%	30%	40%	60%	80%-100%	
Restrictions	These are examples of the type of federal and provincial restrictions that could be put in place for each stage.					
All Stages	actions like physical distancing, washing hands, avoid touching your face, working from home whenever you can, increased cleaning, wearing non-surgical masks while shopping or on transit, self-isolate when sick, avoiding high-risk people monitoring like testing, taking temperatures, and apps				reduced to no restrictions	
Each Stage	<ul style="list-style-type: none">not allowed to leave home (shelter in place)work limited to essential servicesschools closed, for most	<ul style="list-style-type: none">no social gatherings larger than 50 people (> 50 for work, big box retail, large grocery stores, malls)essential travel only <ul style="list-style-type: none">social gatherings limited to same householdschools closed, for most¹⁹no elective surgeriesself-quarantine for 14 days (travellers, COVID-19 positive)bars, restaurants, and personal services closed	<ul style="list-style-type: none">small social gatherings (2 to 6 people)child careexpanding public transitlocal day use at provincial parksresume elective surgeriesresume health services like physiotherapy, dentistry, chiropractic and in-person counsellingmore businesses like restaurants and personal services, using safe operations planssome recreation and sportsparks, beaches, outdoor spacesmuseums, galleries, librariesincreased transit servicereactivate provincial legislature	<ul style="list-style-type: none">medium social gatheringschild care and summer campsa mix of part-time school and online schoolsome overnight campinghotels and resortsfilm industry (June/July)select entertainment (movies and small concerts)K-12 partial return (Sept)post-secondary online and in-class (Sept)	<ul style="list-style-type: none">large events like conventions, live audience pro sports, large concertsinternational travel	
Community Impacts	These are examples of the things that the community may experience at each stage.					
	<ul style="list-style-type: none">essential services only	<ul style="list-style-type: none">work from homelighter traffic, fewer accidentslimited transit servicehome schoolingtake-out, curb-side pick-upmost stores and services closed	<ul style="list-style-type: none">work from home, whenever possiblea mix of part-time in-class school and online schoollighter traffic, fewer accidentsmore transit servicetake-out, curb-side pick-upsome stores and services reopen	<ul style="list-style-type: none">work from home, whenever possiblea mix of part-time in-class school and online schoolmoderate traffic, accidentseven more transit servicetake-out, curb-side pick-upmore stores and services reopen	<ul style="list-style-type: none">high traffic and more accidentshigh transit servicemostly in-class schooltake-out, curb-side pick-upmost stores and services reopen	

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	Full Lock Down					Normal
City of Burnaby's Recovery Framework	Full Lock Down	1 Safe Operations	2 Gradual Opening	3 “Enhanced Opening”	4 Large Gatherings	
Timing		Feb-May 13	May 13-May 31	June 1-Sept 30	subject to health orders and some restrictions	
City Actions	These are examples of the things the City may do to respond to new and different health orders from the federal government and provincial government in BC.					
City Hall	<ul style="list-style-type: none"> • Council meetings held online • Committee, Commission, Board, and Public Hearing meetings cancelled • City Hall closed • broad-based communications to public and staff focused on pandemic as an emergency • emergency public inquiries systems like dedicated call centre, email, and digital monitoring 	<ul style="list-style-type: none"> • Council meetings held online • Committee, Commission, Board, and Public Hearing meetings restarted online • City Hall by appointment only • broad-based communications to public and staff focused on pandemic as an emergency • emergency public inquiries systems like dedicated call centre, email, and digital monitoring 	<p>Similar to Stage 1 with the following change:</p> <ul style="list-style-type: none"> • Committee, Commission, Board meetings online 	<ul style="list-style-type: none"> • Council, Committee, Commission, Board meetings online • City Hall open for tax payments with restrictions • start virtual Public Hearings • broad-based emergency with some facility specific communications • emergency public inquiries systems like dedicated call centre, email, and digital monitoring • develop working health and safety guidelines and implementation measures for the phased reopening of City Hall 	<ul style="list-style-type: none"> • Council meetings open to public • Committee, Commission, Board, and Public Hearing meetings public • City Hall open • regular communications plan • regular public inquires • facility specific with some broad based emergency-related communications • scale back of emergency public inquiry system to fit demand 	
Parks, Recreation and Cultural Services	<ul style="list-style-type: none"> • all facilities closed • all in-person programs cancelled • some online programs • food production and service for those in need 	<ul style="list-style-type: none"> • recreation and cultural centres closed • recreation and cultural programs cancelled • outdoor recreation restricted • golf services open with added safety measures • alternative online programs for the community • food production and distribution for seniors program 	<p>Similar to Stage 1 with the following changes:</p> <ul style="list-style-type: none"> • sport fields open for casual play • sports courts, tennis courts, skate parks, bike skills parks, open with physical distancing restrictions • public docks and small picnic sites open with restrictions • public park washrooms open 	<p>Similar to Stage 2 with the following changes:</p> <ul style="list-style-type: none"> • develop working health and safety guidelines and implement measures for community centres, galleries, museums, City cafes, City restaurants, and community programs 	<p>Gradual expansion of Stage 3 including the following changes:</p> <ul style="list-style-type: none"> • recreation, cultural centres open to more capacity with increased concurrent programs, including aquatics • Children’s playgrounds, spray parks and wading pools • host cultural events and productions • restaurants open • catered events and banquets with guests • increased golf services (lessons, retail operations and tournaments) • concerts, festivals, parades may resume 	

Full Lock Down

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Normal

City of Burnaby's Recovery Framework	Full Lock Down	1 Safe Operations	2 Gradual Opening	3 "Enhanced Opening"	4 Large Gatherings
Timing		Feb-May 13	May 13-May 31	June 1-Sept 30	subject to health orders and some restrictions
Library	<ul style="list-style-type: none">libraries closedstaff working from homeno Home Library Service (HLS)no access to physical collectionsenhanced digital collectionsemail and phone information services; bookable phone/virtual meetings with staffsupport technology needs through phone and email supportprograms delivered virtuallycommunity outreach online and by phone	<ul style="list-style-type: none">libraries closedHLS to patrons at home (June)curbside materials pick-upenhanced digital collectionsemail and phone information services; bookable phone/virtual meetings with staffsupport technology needs through access to Wi-Fi; staff supportprograms delivered virtuallycommunity outreach online and by phone	Similar to Stage 1	<i>Similar to Stage 2 with following changes:</i> <ul style="list-style-type: none">limited opening of libraries to provide technology access and supportbegin community outreach with focus on most vulnerable communities	<i>Similar to Stage 3 with following changes:</i> <ul style="list-style-type: none">libraries opencancel curbside pick upresume in-person library programscommunity outreach resumes and increases to normal
Other	<ul style="list-style-type: none">support vulnerable peopleprovide space for outdoor testing	<ul style="list-style-type: none">support vulnerable peopleprovide space for outdoor testingpositive community messaging	<ul style="list-style-type: none">support vulnerable peopleprovide space for outdoor testingpositive community messagingCommunity Police Offices open	<ul style="list-style-type: none">support vulnerable peopleprovide space for outdoor testing	<ul style="list-style-type: none">support vulnerable people



5. COMMUNITY ACTION AND SUPPORT

Community action and support in response to COVID-19 has had and will continue to have three main themes – economy, community, and City operations.

5.1. *Economy* - Burnaby Board of Trade and the Business Recovery Task Force

The pace and extent of the spread of COVID-19 and the responses to it have triggered a whole series of unanticipated affects which includes a financial crisis. The Burnaby Board of Trade mobilized early and continues to be focused on economic stabilization and recovery.

The Burnaby Board of Trade pulled together a set of useful resources to help local businesses find information, tools, and supports to survive the crisis and prepare to thrive during the reopening. These up-to-date online resources for businesses can be found on the [BBOT website](#). They have kept this information up-to-date by staying in contact with federal and provincial staff. They have been sharing information with their members using methods like virtual town hall meetings. They have collected and provided feedback from the business community on the rapidly evolving federal and provincial programs resulting in issues of concern being addressed with program updates, sometimes within days. The Burnaby Board of Trade has provided an important two-way communication link between the business community and both the provincial and federal governments.

The Burnaby Board of Trade has launched a “Business Recovery Task Force” to guide the rebuilding of the local economy. The Task Force, composed of senior representatives from the City of Burnaby, major employers, small businesses, non-profits, and post-secondary institutions, will identify actions that can help businesses cope with the ongoing crisis, plan their recovery once current COVID-19 restrictions are relaxed or lifted, and ultimately rebuild the local economy for the long-term.

This initiative, led by the Burnaby Board of Trade, the City's chamber of commerce and economic development organization, and facilitated by the SFU Morris J. Wosk Centre for Dialogue, will develop a strategy for both short-term support and long-term economic recovery following the business closures and curtailments brought on by COVID-19 and subsequent public health restrictions.

The initial mandate of the Business Recovery Task Force includes 10 virtual meetings, which started in early May and will last ten weeks, during which time the following actions will be undertaken:

1. Mapping **economic impacts** and **areas of need** for Burnaby businesses.
2. Creating a **vision** and **principles** to guide Burnaby's economic recovery and the work of the Task Force.
3. Identifying **quick-starts** that can begin immediately to fill critical needs.
4. Surfacing potential **strategies** that can support the current stabilization, short-term recovery and longer term rebuilding of Burnaby's economy.
5. Developing an **action plan** and **next steps**, including the Task Force's role going-forward.²⁰

5.2. **Community - Burnaby Primary Care Networks Working Groups**

The cascading impacts from COVID-19 have sent shock waves through our daily lives, shifting priorities, schedules, budgets, routines, assumptions, how we work, where we work, and future conditions.²¹

The [Burnaby Primary Care Networks](#) is a collective of doctors in Burnaby, Fraser Health and community partners, including the City of Burnaby in collaboration with Burnaby Interagency Council. The following nine working groups were established to coordinate community efforts to address social needs during the COVID-19 pandemic:

- Homeless Response
- Food Security
- Technology
- Seniors at Home
- Families and Children
- Youth and Teens
- Social Isolation
- Financial
- Persons with Developmental Disabilities

The following is a snapshot of the issues and responding actions raised through the ongoing work of community tables. Many of these initiatives will continue to develop and evolve based on the needs of the community moving forward.

Homeless Response

Key issues identified include overcrowding of homeless shelters resulting from the need for physical distancing, emergency care required for the homeless to self-isolate, a need for increased medical support, and an increase in drug overdoses due to need for individuals to self-isolate are some unique issues arising from COVID-19 in the community.

Key actions taken by the community to support these issues include:

- BC Housing securing temporary hotel rooms for hospital discharges, for self-isolation and to alleviate overcrowding of the Douglas shelter following physical distancing.
- City centralizing warming centre services to a larger arena complex and the expansion of Beresford location.
- Primary Care Networks offering medical supports and adapting to flexible [provincial guidelines](#) for prescriptions and home delivery to ensure a safe supply of drugs.

Food Security

Key issues identified - The pandemic increased the demand for home grocery delivery for those who do not have family support to assist, nor grocery shop by-phone. Food delivery services are oversubscribed, decreased capacity of Meals on Wheels and Food Bank as volunteers were unavailable, and vulnerable children lost access to school meals.

Key actions taken by the community to support these issues include:

- City of Burnaby, Citizen Support Services has expanded its grocery shopping program to include its Better At Home clients, more than doubling the service. This program safely delivers groceries to about 70 low-income seniors each week.
- Frozen meals prepared by the City of Burnaby's Food Services are being delivered to Better At Home Clients, with a particular focus on serving those who have trouble cooking for themselves. This service delivers a weeks worth of frozen dinners to over 80 low-income seniors once a week.
- Burnaby Neighbourhood House is operating as [Burnaby's 'Food Hub'](#) (with partial emergency funding from the United Way). This includes grocery shopping and delivery for those who cannot afford to purchase groceries. This also includes temporary food bank locations with pick up by appointment and delivery as needed. The Firefighters Charitable Society assists with moving food shipments around the city.
- Burnaby Neighbourhood House began cooking ready made meals for delivery – both for those who can pay (sold at cost) and donated to those who cannot afford to pay. Some faith organizations are also scaling up (e.g. seeking volunteer cooks and donations) to begin producing meals.

- Firefighters Charitable Society is continuing to donate food (snacks and meals kits) for distribution to vulnerable kids and families through those local schools that have relaunched their food programs. This program provides hundreds of snacks each day.

Technology

Key issues identified - The lack of Wi-Fi access at home, work, school, and social connection, the lack of computer equipment and the lack of access to COVID-19 information due to no internet access are some of the community technology issues created with the pandemic.

Key actions taken by the community to support these issues include:

- Primary Care Networks, BC Tech and Burnaby Schools are involved in providing and “sharing” computer equipment through a number of different programs.
- City of Burnaby maintained public Wi-Fi access around libraries and recreation facilities, as well as City Hall.
- The federal government, private companies (Shaw and Telus) and organizations (Burnaby Board of Trade and Burnaby Public Library) have various programs to provide free internet access.
- [Burnaby Neighbourhood House](#) has created “how to” videos in multiple languages.

Seniors at Home

Key issues identified - COVID-19 brought forth issues for seniors who live at home not being able or being afraid to leave home to get groceries and prescriptions, and not accessing family doctors and regular medical support.

Key actions taken by the community to support these issues include:

- The City of Burnaby’s Citizen Support Services did phone check-ins with all of the clients in their programs (about 700 in total) to ask how they were doing.
- [Burnaby Neighbourhood House](#) (BNH) doing grocery and prescription delivery, food hampers, frozen meals, and phone check-ins and service referrals for seniors 65+ and those with compromised health. Fraser Health supporting BNH with health protocols.
- [Burnaby Primary Care Networks](#) supporting individuals to do virtual visits with doctors. Fraser Health Home Health is helping its clients connect to doctors via iPads.

Families and Children

Key issues include school closures and closures of many daycares, parents looking after children while working from home and the lack of safe places for vulnerable children.

Key actions taken by the community to support these issues include:

- The Child Care Resource and Referral (CCRR) is maintaining a list of open daycare centres and referring Essential Service Workers to daycares that are open.
- School District has opened six schools to provide care for school aged children.
- Agencies in the Primary Care Network Families and Children Working Group have been doing online outreach to families.

Youth and Teens

Key issues - The pandemic also brought issues to youth and teens as it is difficult to get mental health and other information to teens with school closures, youth having a hard time finding productive things to do, lack of online supports for LGBTQIA2S+ youth whose families are not supportive, and the need for youth-led solutions.

Key actions taken by the community to support these issues include:

- Creation of #youthcovidresponsebbby Instagram account to push wellness information and events to youth in Burnaby.
- Youth HUB holding weekly chats on mental wellness. Library offering e-resources about mental health.
- Recreation staff planning some online events for Youth Week
- Recreation staff offering Alphabet Soup online community through Instagram.
- Burnaby Youth COVID-19 Team established and sponsored by School District.

Social Isolation

Key issues - Physical distancing, small gatherings and staying at home brought forth various physical and mental health issues and an increase in violence at home.

Key actions taken by the community to support these issues include:

- Primary Care Network providing online “DocTalks” to support physical and mental well-being.
- Federal funding for women’s shelters and sexual assault centres.

Financial Issues

Key issues - The pandemic saw a closure of many businesses as Burnaby residents stayed at home to minimize the spread of the virus. This brought about various issues in unemployment, reduced hours/income, the inability to pay rent or mortgages, the refusal of housing for self-isolation, a slower real estate market, delays in housing supply due to lack of development approvals and keeping vulnerable populations housed.

Key actions taken by the community to support these issues include:

- 16 federal and provincial programs that offer [income supports and payment deferrals](#).
- Mortgage payment deferrals permitted for [CMHC-insured homeowner mortgage loans](#) and for [participating lenders](#).
- [Freeze on new annual rent increase](#) and [moratorium on evictions](#) during the provincial state of emergency.
- Payment deferral available for [BC Hydro](#), [Fortis BC](#), [ICBC](#), and [student loans](#).
- Some lenders providing [relief on other credit products](#).
- Local programs like the new temporary [Burnaby Rent Bank](#), and [penalties for late property tax payments](#) relaxed until 2020 September 30.

Additional resources are listed in **Appendix B**.

5.3. **City Operations - City of Burnaby Emergency Operations Centre (EOC) Task Force**

The City is developing a more detailed operational plans for Stage 3 – *Enhanced Opening* to move forward with and to restart more of the City’s programs and services in a safe and methodical manner. Without question, the restart of any services will require thorough safe operations plans in keeping with Public Health and Safety Guidelines and [WorkSafeBC](#) regulations. These plans will be guided by the Hierarchy of Controls as outlined by the Province in Section 3.3 on page 10 and may also be modified in consideration of the provincial Practice Standards that are being developed.

[WorkSafeBC](#) states employers preparing to resume operations must develop plans to reopen safely, which includes assessing the risk of COVID-19 transmission in their workplace, and developing measures to reduce these risks.

The principles used to assess risk are based upon the Occupational Health and Safety Hierarchy; Elimination by Social Distancing, Engineering Controls, Administration Controls or Personal Protective Equipment. All people interactions are considered for their risk level and their effective controls to reduce the risk.

5.4. **Opportunities for Public Input**

The City will continue to collect public input as part of the ongoing process of reopening moves forward, as described above.



6. CONCLUSIONS

"Side-by-side we are far stronger together. Even when we are apart."

Dr. Bonnie Henry 2020 May 5

Together, we have achieved a lot already, particularly in BC. Restarting economic activity will look different in BC than in other places, because only a small number of sectors in the province were closed by public health order. There are four stages in BC's [Restart Plan](#) as announced on 2020 May 6. While contacts in BC are around 30% of "normal" (Stage 1 – *Safe Operations*), they could likely increase up to about up to 60% (Stage 3 – *New Normal*) by June without causing a resurgence of the virus.

The City is looking ahead and preparing for reopening services in stages – the release of Burnaby's Recovery Framework signals the beginning of "reopening" our community. The Recovery Framework is a road map, not a calendar.²² In many cases the City will need to adapt to "reopen". Services, facilities and programs may be different than before and that's okay. It is our way of providing as much service as we can under different conditions.

Although the provincial restrictions changed in BC starting on May 19, the way COVID-19 behaves and spreads has not. We all need to remain cautious and vigilant. Keep doing what we have been doing! Physical distancing, washing hands, avoid touching your face, working from home whenever you can, and self-isolating when sick. Honour the freedoms we have achieved by staying committed to the current orders from Dr. Theresa Tam and Dr. Bonnie Henry, even as they change. Although gains have been made and we continue to work towards earning additional freedoms through responsible behavior, we also must recognize that spikes and more waves of COVID-19 are possible and we may have to take temporary steps backward on our journey forward.

Burnaby's Recovery Framework has been created to be a flexible decision making grid to help guide changes to City operations as federal and provincial health orders and directive shift back and forth between stages of reopening in response to COVID-19 levels. It includes a full range of stages, some of which we hope we never have to use or reuse again. Together, we hope we continue to move forward,

but we also want to be prepared so we can react quickly should we slide backward so we can help minimize the impact to community health.

Implementing each stage of Burnaby's Recovery Framework will not be quick and it will take some time for us to resume to normal pre-COVID-19 service levels or close to those levels. Services and programs may have to be delivered differently or suspended for some time until broad treatment of COVID-19 is available. The process of reopening Burnaby facilities and services will likely be much more difficult than the closure process and will require collaboration and cooperation amongst all members of the organization.

The City will do our best to keep the community informed and to listen and respond to your concerns as we travel the path through a summer of rejuvenation.

As we welcome staff and the public back to our City facilities using a process of gradual reopening, special consideration will be given to the health guidelines to ensure everyone is kept safe. We're all in this together. Together we have accomplished a lot. Together we will finish this journey.

APPENDIX A – SUMMARY OF PROVINCIAL REOPENING PLANS

Prior to the province releasing BC's [Restart Plan](#) we undertook a review of what other provinces were doing. We also took a look at Washington State's phased approach. City examples were harder to locate, particularly in BC where reopening work is just beginning.

A number of "example restrictions" were collected from the review of the reopening plans from the other six provinces. Although what the federal government, and provincial government in BC decide to do may be very different, we used these generalized "What Ifs" to start creating Burnaby's Recovery Framework of potential City actions. Once BC's [Restart Plan](#) was released the City actions were checked against the specifics of their four stages and adjusted as required.

Provincial Reopening Plans

Category	Quebec	Ontario	Alberta	BC	Saskatchewan	Manitoba	New Brunswick	PEI	Washington State
Cases	33,417	18,722	5893	2,232	487	282	119	27	16,360
Deaths	2,398	1,429	106	121	6	7	0	0	870
Status	Reopening	Reopening	Reopening	30% Open	Reopening	Reopening	First to reopen	Reopening	Reopening
Plan	No formal plan	A framework for Reopening our Province	"Opening Soon - Alberta's Relaunch Strategy"	"BC's Covid-19 Go-Forward Strategy"	"Re-Open Saskatchewan Plan"	"Restoring Safe Services"	Provincial Recovery Framework	"Renew PEI Together"	"Safe Start Washington"
# Stages	May 4, May 11	3	3	4	5	2+	4	4	4
Dates	Yes (delayed)	No - roadmap not a calendar	Stage 1: May 14th	1. Mid-May onwards 2. June-September	Yes Phase 1: May 4th	Yes 1. May 4th 2. June onwards	Yes	1. May 1st 2. May 22 3. June 12 4. TBD	Phase 1: May 5th
Approach	Sectors	Gradual, Staged Approach	Careful and gradual lifting of restrictions	"Sustainable new normal" Discretionary Guidelines	Phased Approach	Multi-Phased	Colours - now transitioning to "Orange"	Activities	Phased Approach
Key Features	· Percentages · # limits · Hours/days · "hot spot" restrictions	· *Monitoring (daily new cases) · *Consultation	Will monitor infections, hospitalizations and ICU capacity before moving forward	Safe Operation of a broad range of services Maintain "new normal" for 12-18 months until vaccine is deployed	*Methodical, Gradual, Cautious *Factors for moving to next stage	· First two phases defined with more to come	· Only first two phases defined Recovery plans are flexible First province in Canada to begin reopening	· Continuous monitoring May halt or reverse course at any time	*Relaxations for each phase based on 5 categories: 1. High-risk people, 2. Recreation 3. Gatherings, 4. Travel 5. Business/Employers
Sources:									
Cases/Deaths	Government of Canada, May 6th 2020, https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html								
US Cases/Deaths	Worldometer https://www.worldometers.info/coronavirus/usa/washington/								
PLAN INFORMATION									
Quebec	http://www.fil-information.gouv.qc.ca/Pages/Article.aspx?aiquillage=aid&type=1&idArticle=2804288653								
Ontario	https://www.ontario.ca/page/reopening-ontario-after-covid-19?ga=2.167994785.2003456249.1588084999.491987363.1583515184								
Alberta	https://files.ontario.ca/mof-framework-for-reopening-our-province-en-2020-04-27.pdf								
BC	https://www.alberta.ca/external/covid19-alberta-relaunch-strategy.pdf								
Saskatchewan	https://www.saskatchewan.ca/government/news-and-media/2020/april/23/reopen-saskatchewan-plan								
Manitoba	https://news.gov.mb.ca/news/index.html?item=47664								
New Brunswick	https://www2.gnb.ca/content/dam/gnb/Departments/h-s/pdf/COVID19_health_recovery_framework.pdf								
PEI	https://www.princeedwardisland.ca/en/topic/renew-pe-together								
Washington State	https://coronavirus.wa.gov/sites/default/files/2020-05/PhasedReopeningChart.pdf								

APPENDIX B – ADDITIONAL RESOURCES

BC's Restart Plan

Press Release:

<https://news.gov.bc.ca/releases/2020PREM0026-000826>

Website:

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>

Management Strategy:

https://www2.gov.bc.ca/assets/gov/health/about-bc-s-health-care-system/office-of-the-provincial-health-officer/covid-19/bc_covid-19_go-forward_management_strategy_web.pdf

Technical Briefing:

https://shawglobalnews.files.wordpress.com/2020/05/goforward_techbriefing-1.pdf

Checklist:

https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/gdx/go_forward_strategy_checklist_web.pdf

City of Burnaby

COVID-19 Information and Resources:

<https://www.burnaby.ca/City-Services/Public-Safety/Novel-Coronavirus--COVID-19-.html>

COVID-19 Frequently Asked Questions:

<https://www.burnaby.ca/City-Services/Public-Safety/Novel-Coronavirus--COVID-19-/COVID-19-Frequently-Asked-Questions.html>

Government Financial Relief Resources:

<https://www.burnaby.ca/Assets/city+services/public+safety/COVID-19/Government+Financial+Relief+Resources.pdf>

Burnaby Board of Trade

Business Resources:

<http://bbot.ca/covid-19-coronavirus-updates/>

Burnaby Primary Care Network

Self Assessment Tool for Burnaby Residents:

<https://www.burnabycoronavirus.com/>

Social and Business Supports:

<https://www.burnabycoronavirus.com/blank-2>

End Notes

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- ¹ A concept introduced by Doug Ford, the Premier of Ontario.
- ² <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/events-as-they-happen>
- ³ <https://www.who.int/emergencies/diseases/novel-coronavirus-2019/events-as-they-happen>
- ⁴ <https://www.who.int/dg/speeches/detail/who-director-general-s-opening-remarks-at-the-media-briefing-on-covid-19---11-march-2020>
- ⁵ <http://www.euro.who.int/en/health-topics/health-emergencies/coronavirus-covid-19/news/news/2020/3/who-announces-covid-19-outbreak-a-pandemic>
- ⁶ <https://gisanddata.maps.arcgis.com/apps/opsdashboard/index.html#/bda7594740fd40299423467b48e9ecf6>
- ⁷ <https://www.canada.ca/content/dam/phac-aspc/documents/services/diseases/2019-novel-coronavirus-infection/surv-covid19-epi-update-eng.pdf>
- ⁸ <https://www.cbc.ca/news/canada/british-columbia/bc-restrictions-next-phase-bonnie-henry-1.5553303>
- ⁹ <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html>
- ¹⁰ [2020 estimated population by Stats Canada](https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan)
- ¹¹ <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>
- ¹² A concept introduced by Adrian Dix, BC Minister of Health.
- ¹³ <https://globalnews.ca/news/6850398/covid-19-reopening-urban-cities-preview/>
- ¹⁴ <https://news.gov.bc.ca/releases/2020PREM0026-000826>
- ¹⁵ <https://www.cbc.ca/news/canada/british-columbia/bc-restrictions-next-phase-bonnie-henry-1.5553303>
- ¹⁶ https://shawglobalnews.files.wordpress.com/2020/05/goforward_techbriefing-1.pdf
- ¹⁷ <https://www2.gov.bc.ca/gov/content/education-training/k-12/administration/program-management/safe-caring-and-orderly-schools>
- ¹⁸ "COVID-19: Where we are. Considerations for Next Steps", BC Ministry of Health, April 17, 2020.
- ¹⁹ About 5,000 BC children of healthcare and other essential workers remained in-class during Phase 1 – Safe Operations.
- ²⁰ http://bbot.ca/economic_development/business-recovery-task-force/
- ²¹ [IAP2 Special Webinar Managing the New Reality - 2020-03-31](#)
- ²² A concept introduced by Doug Ford, the Premier of Ontario.



Item.....
Meeting 2020 May 25

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2020 May 20

FROM: DIRECTOR FINANCE **FILE:** 5820-20
Reference: Tender 61-04/20

SUBJECT: CONTRACT AWARD
CA-3163 STORM SEWER EXTENSIONS – SUMMER 2020

PURPOSE: To obtain Council approval to award a contract for the storm sewer extensions.

RECOMMENDATION:

1. **THAT** Council approve a contract award to Complete Utility Contractors for an estimated total cost of \$2,079,905.63 including GST in the amount of \$99,043.13 as outlined in this report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

REPORT

Six tenders ranging from \$2,079,905.63 to \$3,780,935.55 were received by the closing time on 2020 May 13. The scope of this project involves the extension of storm sewers at 11 sites and includes constructing approximately 1,700m of storm sewer extensions, 32 manholes, with approximately 80 storm lateral replacements and related road rehabilitation work.

The lowest tenderer, Complete Utility Contractors, has been awarded a previous project under contract and is progressing to the satisfaction of the City. Review by City staff and our consultant indicates the contractor has the necessary equipment and personnel to successfully complete the work required under this contract. The Director Engineering concurs with the above recommendation.

Funding for this capital work is included in the 2020 – 2024 Financial Plan under the following WBS elements: ELA.3163 (\$1,597,300), EMC.3163 (\$367,200), and EKA.3163 (\$16,500).

Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GC:SC/rs:md

Copied to: Director Engineering
City Solicitor



Item.....
Meeting 2020 May 25

COUNCIL REPORT

TO: CITY MANAGER

DATE: 2020 May 20

FROM: DIRECTOR FINANCE

FILE: 5820-20

Reference: Tender #14-04/20

SUBJECT: CONTRACT AWARD
CA-3197 2020 MAJOR TRAFFIC MANAGEMENT PROJECTS

PURPOSE: To obtain Council approval to award a contract for the 2020 Major Traffic Management Projects which includes safety and functionality upgrades at several intersections.

RECOMMENDATION:

1. **THAT** Council approve a contract award to Crown Contracting for an estimated total cost of \$1,745,308.95 including GST in the amount of \$83,109.95 as outlined in this report. Final payment will be based on the actual quantity of goods and services delivered and unit prices as tendered.

REPORT

Three tenders ranging from \$1,745,308.95 to \$1,919,321.25 were received by the closing time on 2020 May 06. The scope of this project includes upgrades to intersections to improve safety and functionality at the following locations:

- Cardston Court at Government Street
- Enterprise Street at Lake City Way
- Canada Way at Elwell Street
- Market Crossing at Byrne Road
- Marine Way at Byrne Road

The work for intersection safety improvements includes the supply and installation of two traffic signals and one pedestrian signal, signal and lighting modifications, thirteen curb ramps, 220 square metres of concrete sidewalks, 600 lineal metres of concrete curb and related works.

The lowest tenderer, Crown Contracting, has completed previous projects under contract to the satisfaction of the City. Review by City staff and our consultant indicates the contractor has the necessary equipment and personnel to successfully complete the work required under this contract. The Director Engineering concurs with the above recommendation.

To: City Manager
From: Director Finance
Re: Contract Award
CA-3197 2020 Major Traffic Management Projects
2020 May 25Page 2

Funding for this capital work is included in the 2020 – 2024 Financial Plan under WBS element EMF.0080 (\$1,662,200).



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GC:SC/ts:md

Copied to: Director Engineering
City Solicitor



Item
Meeting..... 2020 May 25

COUNCIL REPORT

TO: CITY MANAGER 2020 May 20

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #17-28**
High-Rise Apartment Building with Street-Oriented Townhouses and a Six Storey Non-Market Rental Component
Metrotown Downtown Plan

ADDRESS: 6075 Wilson Avenue (see *attached* Sketches #1 and #2)

LEGAL: Lot 114, District Lot 151, Group 1, NWD Plan 410022

FROM: RM3 Multiple Family Residential District

TO: CD Comprehensive Development District (based on the RM5s and RM5r Multiple Family Residential Districts and Metrotown Downtown Plan as guidelines and in accordance with the development plan entitled “6075 Wilson” prepared by GBL Architects Inc.)

APPLICANT: Anthem Properties Group Ltd.
300-550 Burrard Street
Vancouver, BC V6C 2B5
Attention: Melissa Howey

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.

RECOMMENDATIONS:

1. **THAT** the predecessor Rezoning Bylaw, Amendment Bylaw No. 29/2018, Bylaw 13917, be abandoned contingent upon the granting by Council of Second Reading of the subject Rezoning Bylaw
2. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2020 June 08 and to a Public Hearing on 2020 June 23 at 6:00 p.m.
3. **THAT** the following be established as prerequisites to the completion of the rezoning:
 - a) The submission of a suitable plan of development.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 2

- b) The deposit of sufficient monies including a 4% Engineering Inspection Fee to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.
- c) The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development (as well as underground switching and transformer/service boxes in town centre locations), and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- d) The utilization of an amenity bonus through the provision of a cash in-lieu contribution in accordance with Section 4.3 of this report.
- e) The dedication of any rights-of-way deemed requisite.
- f) The granting of any necessary statutory rights-of-way, easements and/or covenants.
- g) The granting of Section 219 Covenants in accordance with Section 4.10 of this report
- h) The registration of a Housing Agreement.
- i) The execution of a Tenant Assistance Plan.
- j) The review of a detailed Sediment Control System by the Director Engineering.
- k) The submission of a suitable on-site stormwater management system to the approval of the Director Engineering, the deposit of sufficient monies for its provision, and the granting of a Section 219 Covenant to guarantee its provision and continuing operation.
- l) The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.
- m) The design and provision of units adaptable to persons with disabilities, the provision of customized hardware and cabinet work being subject to the sale/lease of the unit to a disabled person.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 3

- n) The provision of five covered car wash stalls and an adequately sized and appropriately located garbage handling and recycling material holding space to the approval of the Director Engineering and a commitment to implement the recycling provisions.
- o) The review of on-site residential loading facilities by the Director Engineering.
- p) Compliance with the Council-adopted sound criteria.
- q) The undergrounding of existing overhead wiring abutting the site.
- r) Compliance with the guidelines for underground parking for visitors.
- s) The deposit of the applicable Parkland Acquisition Charge.
- t) The deposit of the applicable GVS & DD Sewerage Charge.
- u) The deposit of the applicable School Site Acquisition Charge.
- v) The deposit of the applicable Regional Transportation Charge.
- w) The submission of a written undertaking to distribute area plan notification forms, prepared by the City, with disclosure statements; and, to post area plan notification signs, also prepared by the City, on the development site and in the sales office in prominent and visible locations prior to Third Reading, or at the time marketing for the subject development commences, whichever is first, and remain posted for a period of one year, or until such time that all units are sold, whichever is greater.

R E P O R T

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the construction of a single 44-storey apartment building located at the corner of Central Boulevard and Wilson Avenue, townhouses fronting Wilson Avenue, and a six storey non-market rental apartment building fronting Central Boulevard.

2.0 POLICY FRAMEWORK

The proposed rezoning application is consistent with the site's designation in the Metrotown Downtown Plan. It also aligns with the following goals and sub-goals of the Corporate Strategic Plan:

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 4

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
- Community Development – Manage change by balancing economic development with environmental protection and maintaining a sense of belonging

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

3.0 BACKGROUND

- 3.1 The development site is within the Central Park East neighbourhood of the Metrotown Downtown Plan area (see Sketch #2 *attached*). The adopted Plan identifies this neighbourhood as a high density neighbourhood with a garden-like setting that is defined by its relationships to Central Park, Kingsway, the BC Parkway and Patterson SkyTrain station. Specifically, high density multiple-family residential developments east of Central Park are intended to have a tranquil park-like neighbourhood character, enhanced with publically accessible pocket parks/open space as well as pedestrian and cycling linkages, which connect to Central Park, Kinnee Park, the BC Parkway and other parks within Metrotown.
- 3.2 On 2018 April 18, Council received an initial rezoning report, Rezoning Reference #17-28, which proposed to rezone the subject development site from its prevailing RM3 Multiple Family Residential District to the CD Comprehensive Development District, utilizing the RM5s and RM3 Multiple Family Residential Districts and Metrotown Downtown Plan as guidelines. The preliminary development concept indicated a single high-rise strata apartment building with a three-storey townhouse form oriented towards Wilson Avenue and a low-rise non-market rental housing component oriented towards Central Boulevard.
- 3.3 On 2018 June 25, Council approved the advancement of rezoning amendment bylaw #13917 for Public Hearing and subsequently granted it First Reading on 2018 July 09. The proposed development consisted of a single high-rise apartment building, street-oriented townhousing, and a three-storey non-market rental building. The proposal included the replacement of 32 of the existing 86 rental units on site.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 5

On 2018 July 19, Council adopted a recommendation that the subject rezoning application be referred back to staff to pursue 100% replacement of existing rental units within the new development and to consider a rental zoning designation for a portion of the property.

- 3.4 On 2019 November 18 a further report recommending Public Hearing was advanced for Council's consideration. Although the rezoning had pursued the 100% replacement of existing rental units, the application was ultimately not advanced to First Reading or Public Hearing, due to emerging requirements of an updated Tenant Assistance Policy.
- 3.5 The applicant has now submitted a plan of development that incorporates the requirements of the Finalized Rental Use Zoning Policy and Tenant Assistance Policy, and is suitable for presentation to a new Public Hearing.

4.0 GENERAL COMMENTS

- 4.1 The proposed development plan is for a single 44-storey apartment building located at the corner of Central Boulevard and Wilson Avenue, three storey townhouse buildings fronting Wilson Avenue, and a six storey non-market rental apartment building fronting Central Boulevard. All parking is to be provided underground with vehicular access provided via the rear lane. Based on the proposed rezoning to the CD (RM5s, RM5r) District, the overall density for the development would be 5.97 FAR, of which the market residential component is 5.06 FAR (inclusive of density bonus and density offset) and the non-market rental housing component is 0.91 FAR. The overall proposed density is in line with the proposed zoning district guidelines.
- 4.2 The proposed building's siting, massing, pedestrian orientation and materiality meet the standards and objectives for such development in the Central Park East Neighbourhood. The ground level townhouse and apartment forms provide a low rise base in response to the current transition of this area. To complement and soften the urban environment, a progressive landscape treatment is proposed which includes boulevards and street trees along Central Boulevard and Wilson Avenue. On-site planting is integrated with the outdoor amenity spaces, including a common patio, and outdoor lounge area.
- 4.3 Given the site's Town Centre location, the adopted plan designates a total maximum strata market density of 6.1 FAR inclusive of a 0.4 FAR base bonus, 1.2 FAR supplemental base and 1.2 supplemental bonus as well as 1.1 FAR density offset for replacing the existing 86 rental units on-site.

Due to both site and building constraints, the developer has chosen not to pursue the maximum 6.1 FAR of market strata density. As such, the proposed tower and townhouse components have a cumulative density of 5.06 FAR. Utilization of the entire 1.1 FAR density offset is necessary in order to ensure that the 86 rental units are replaced as affordable. As a result, the applicant is proposing to take advantage of 1.08 FAR of density bonus floor area (0.4 FAR of Base Bonus, 0.68 of Supplemental Bonus).

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 6

The 1.08 FAR amenity bonus, which translates into 6,285.2 m² (67,653 sq. ft.) of bonused gross floor area is included in the development proposal as described above. A separate report detailing the value of the density bonus will be forwarded to Council for consideration and approval prior to the subject amendment bylaw receiving Third Reading. Council approval of the density bonus value is a prerequisite condition of the rezoning.

Under the Priority Amenity Program, the community benefit funds received will be directed into the Metrotown Town Centre Account to be utilized in the future to achieve priority amenities, as established by Council. In accordance with Council's adopted policy, 80% of the cash-in-lieu contributions are applied toward a Town Centre Financial Account and 20% to the Community Benefit Housing Fund.

- 4.4 The developer has committed to demonstrating sustainability through building design, materiality and efficiency (water, energy and waste management) initiatives. The applicant has indicated that the residential tower will meet Step 1 of the BC Energy Step Code and that the non-market housing building will meet Step 3.
- 4.5 The non-market housing component of the development is being advanced in partnership with the New Vista Society (also the housing operator for this project) and BC Housing. The applicant will undertake the construction and completion of the development, including the non-market housing component, as part of the overall rezoning process prior to occupancy of the non-market complement. The applicant intends to pursue an air space parcel subdivision and transfer the resultant property to the non-profit housing partner. BC Housing has indicated support for the project and has advised that their capacity to support the project include the following options:
 - financial resources and grants;
 - development expertise;
 - access to sector housing partners; and,
 - low cost financing.

The New Vista Society would also be eligible to apply for a housing grant from the City through the Community Benefit Bonus Housing Fund to off-set permit fees and other development costs associated with the non-market housing component of the project. Any future grant application for use of the Community Benefit Bonus Housing Funds will be submitted through the Planning and Development Committee for Council's consideration.

- 4.6 A Housing Agreement is required between the proponent, developer and the City to address the following:
 - overall density and land use of the non-market housing component;
 - rent levels and structure; and,
 - non-profit nature of the housing project with the provision of 86 non-market rental units.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 7

In terms of affordability levels, rental rates for the units would meet BC Housing's definition and criteria of affordable housing; and, the non-market objectives of the New Vista Society. All the proposed units will be offered at affordable rates (the lesser of pre-development rents or 20% below CMHC average market rates for new tenants).

- 4.7 The Director Engineering will assess the need for any further required services to the site, including, but not necessarily limited to:
- construction of Wilson Avenue to Town Centre two-lane collector standard with separated sidewalks, street trees, rain gardens, and street and pedestrian lighting;
 - construction of Central Boulevard to a modified Town Centre two-lane collector standard (from Wilson Avenue to Olive Avenue) with separated sidewalks, street trees, rain gardens, and street and pedestrian lighting;
 - upgrades to the rear lane as required; and,
 - storm, sanitary sewer and water main upgrades as required.
- 4.8 Given the site's location near the Patterson SkyTrain Station, a parking ratio of 1.1 parking spaces per unit (0.1 of which is for visitor parking) for the market strata units and 0.6 spaces per unit for the non-market rental units, is considered appropriate. To supplement the proposed parking standard, the developer will be providing a comprehensive Transportation Demand Management Strategy. Proposed components of the Transportation Demand Management include the provision of:
- 5 bicycles, helmets and bike storage spaces for the shared use and benefit of all residents to be administered by the strata corporation;
 - a transit-subsidy bank account, equivalent to a two-zone pass for 70% of the strata units for one year, for the strata corporation to be used solely to provide owners with a transit pass subsidy until such times as the funds are exhausted;
 - twice the required secured bicycle parking and a bicycle repair room within the residents' parking area; and,
 - a communications strategy that provides the Owners, Strata, Renters, Rental Management Company and Strata Management Company an understanding of how best to use each of the alternative transportation options
- 4.9 A total of 354 strata apartment units (of which 22% are adaptable) and 4 strata townhouses are proposed. It is noted that the smaller one-bedroom apartment units are 50.1 -53.0 m² (540 - 571 sq. ft.) in area, in accordance with the P11e District (SFU). This is balanced with a high percentage of two-bedroom and den and three-bedroom units proposed within the overall development, all of which exceed the minimum unit size requirements of the Zoning Bylaw. The use of the P11e District for smaller one-bedroom units supports the affordability of units for those looking to enter the housing market.
- 4.10 The development is providing 78 (22%) adaptable units within the high-rise strata apartment building and 18 adaptable units within the non-market apartment building,

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 8

which is in line with the 20% minimum requirements of the Council-adopted Adaptable Housing policy. All handicap parking stalls provided as part of the development will be protected by a Section 219 Covenant as common property to be administered by the Strata Corporation.

- 4.11 Any necessary easements and covenants and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:
 - restricting enclosure of balconies;
 - restricting the use of the guest room;
 - ensuring that the density of development of air space parcels and strata lots comply with the approved CD zoning for the site and to ensure that the overall site continues to function as a single, integrated development;
 - ensuring compliance with the approved acoustical study;
 - guaranteeing the provision and ongoing maintenance of stormwater management facilities;
 - ensuring that all handicap accessible parking stalls in the underground residential parking areas be held in common property to be administered by the Strata Corporation; and,
 - guaranteeing the provision and ongoing maintenance of public art.
- 4.12 The applicant is required to provide an acoustical study showing that the proposed development would meet the Council-adopted noise criteria.
- 4.13 As the site will be fully excavated for development, a tree survey will be required identifying trees to be removed from the site. The applicant will be required to obtain a tree removal permit for all trees over 20 cm (8 inches) in diameter. A detailed landscape and tree planting plan has been provided as part of the suitable plan of development to replace existing trees to be removed from the site.
- 4.14 The applicant is required to submit a Groundwater and Stormwater Management Study. A suitable engineered design to the approval of the Director Engineering will be required for the on-site stormwater management system, as well as a Section 219 Covenant to guarantee its provision and continuing operation. The deposit of sufficient monies to guarantee the provision of the stormwater drainage and landscape features will be required.
- 4.15 Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption.
- 4.16 The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering is required.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 9

- 4.17 The submission of a detailed residential loading management plan to the approval of the Director Engineering is required.
- 4.18 Bicycle storage lockers and surface parking racks are to be provided for the residential tenants, and visitors of the development.
- 4.19 The submission of a Tenant Assistance Plan, in accordance with adopted Council policy, for tenants affected by the proposed redevelopment.
- 4.20 Applicable Development Cost Charges are:
- a) Parkland Acquisition Charge
 - b) School Site Acquisition Charge
 - c) GVS&DD Sewerage Charge
 - d) Regional Transportation Charge.

5.0 DEVELOPMENT PROPOSAL

5.1 Site Area (*subject to detailed survey*)

Gross Site Area (*area for calculation of density*) - 5,819.6 m² (62,642 sq. ft.)

Dedications
 (*subject to a detailed civil design*) - 1,095.8 m² (11,795 sq. ft.)

5.2 Site Coverage - 45 %

5.3 Density and Gross Floor Area

Overall Residential Density - **5.97 FAR**

Market Residential Tower and Townhouses - 5.06 FAR
 (*inclusive of 1.08 FAR amenity bonus and 1.1 FAR Density offset*)

Non-Market Rental - 0.91 FAR

Market Residential Tower and Townhouses

Residential Gross Floor Area - 29,439.4 m² (316,883 sq. ft.)

Residential Amenity Space - 658.8 m² (7,091. ft.)
 (*Exempt from FAR calculations*)

Adaptable Unit FAR Exemption
Non-Market Rental Apartment Building - 181.2 m² (1,950 sq. ft.)

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 10

Non-Market Residential Gross Floor Area	
Residential Amenity Space	- 5,316.5 m ² (57,226 sq. ft.)
(Exempt from FAR calculations)	- 160.7 m ² (1,730 sq. ft.)
Adaptable Unit Exemption	- 50.15 m ² (540 sq. ft.)

5.4 Residential Unit Mix

Market Residential Tower and Townhouses

<u>Unit Type</u>	<u>Unit Size</u>
42 – Three bedroom units	- 106.2 – 115.0 m ² (1,143 – 1,238 sq. ft.)
78 – Two bedroom and den units	- 78.4 – 85.4 m ² (844 – 919 sq. ft.)
39 – Two bedroom units (<i>adaptable</i>)	- 81.8 m ² (881 sq. ft.)
39 – One bedroom and den units	- 58.5 m ² (630 sq. ft.)
39 – One bedroom units (<i>adaptable</i>)	- 50.1 – 53.0 m ² (540 – 571 sq. ft.)
78 – One bedroom units	- 50.1 – 53.0 m ² (540 – 571 sq. ft.)
39 – Studio units	- 42.9 m ² (462 sq. ft.)
<u>4 – Townhouse units</u>	- 152.4 – 156.4 m ² (1,641 – 1,683 sq. ft.)

Total Number of Market Units: 358

Non-Market Rental Apartment Building

<u>Unit Type</u>	<u>Unit Size</u>
18 – Two bedroom units (<i>adaptable</i>)	- 67.9 – 69.7 m ² (731 – 750 sq. ft.)
63 – One bedroom units	- 50.0 – 51.7 m ² (538 – 557 sq. ft.)
<u>5 – Studio units</u>	- 32.9 – 33.4 m ² (354 – 359 sq. ft.)

Total Number of Non-Market Units: 86

Overall Unit Count: 444 units

5.5 Building Height

Market Residential Tower	141.3 m (464 feet); 44 storeys
Market Residential Townhouses	10.4 m (34 feet); 3 storeys
Non-Market Apartment Building	17.2 m (56 feet); 6 storeys

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 11

5.6 Vehicle Parking

Market Residential Tower and Townhouses

Required and Provided

358 units @ 1.1 spaces per unit:

Required: 394 spaces
 Provided: 405 spaces

Non-Market Rental Apartment Building

Required and Provided

86 units @ 0.6 spaces per unit:

Required: 52 spaces
 Provided: 52 spaces

5.7 Bicycle Parking/Storage Area

Market Residential Tower and Townhouses

Required and Provided

358 units @ 2 spaces per unit:

Required: 716 spaces
 Provided: 716 spaces

Visitor Bicycle Parking

Required and Provided

358 units @ 0.2 spaces per unit:

Required: 72 spaces
 Provided: 72 spaces

Non-Market Rental Apartment Building

Required and Provided

86 units @ 2 spaces per unit:

Required: 172 spaces
 Provided: 172 spaces

Visitor Bicycle Parking

Required and Provided

86 units @ 0.2 spaces per unit:

Required: 17 spaces
 Provided: 17 spaces

5.8 Loading


Required and Provided

- 2 spaces

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-28
 2020 May 20 Page 12

5.9 Communal Facilities
(Excluded from FAR Calculations)

Common amenity facilities for market strata development are located on levels one and four. Level one includes an amenity lobby, seating area, party room and parcel room; level four includes a sauna, fitness area, games room and lounge amenity meeting space and a guest suite. Common amenity facilities for the non-market development includes a multi-purpose room and laundry facilities. Collectively, this amenity area amounts to 819.5 m² (8,821 sq. ft.), which is less than 5% of Gross Floor Area permitted to be exempted as amenity space within the Zoning Bylaw.



E.W. Kozak, Director
 PLANNING AND BUILDING

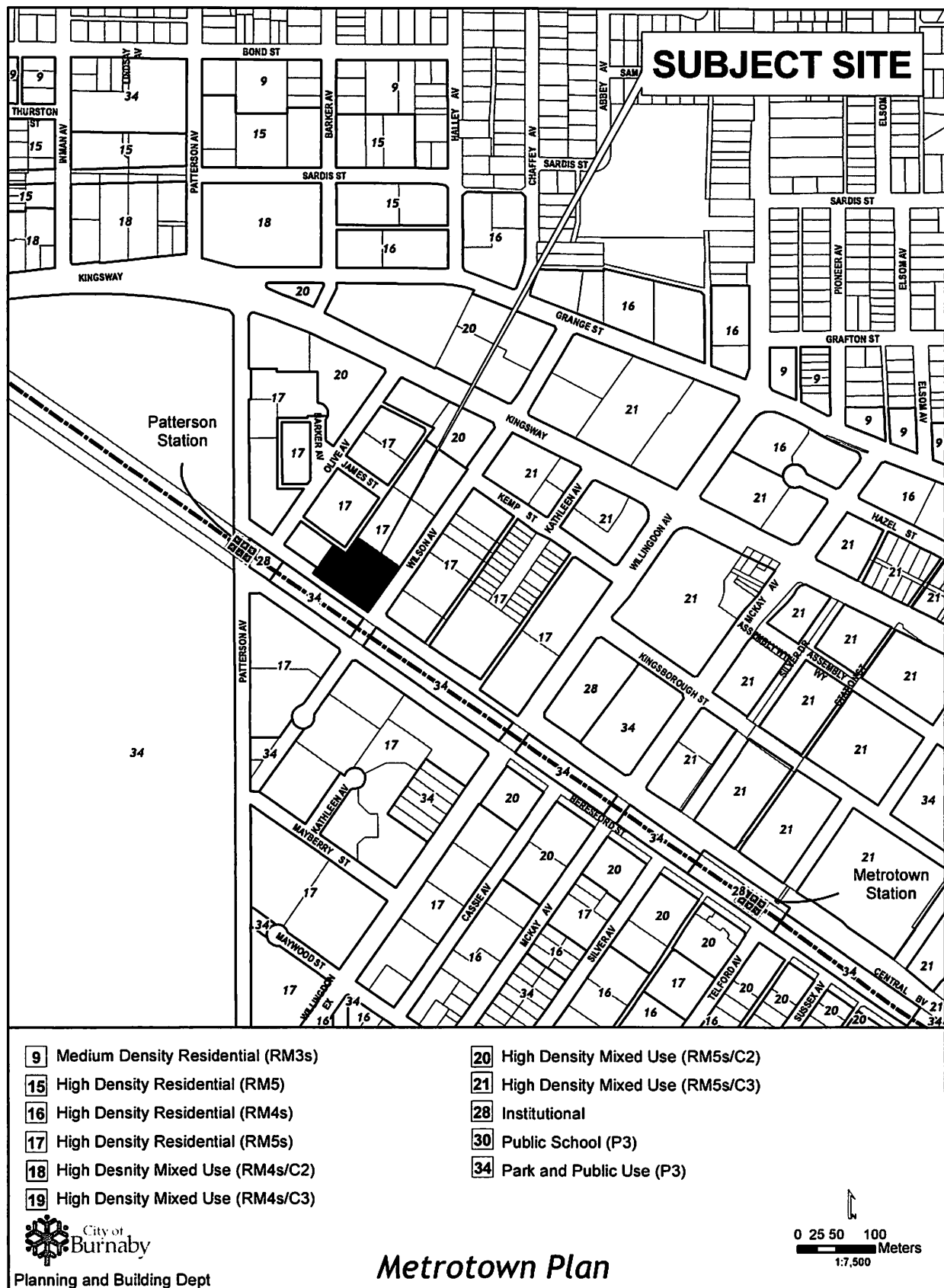
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Attachments

cc: Director Public Safety and Community Services
 City Solicitor
 City Clerk



Sketch #1





Item
Meeting 2020 May 25

COUNCIL REPORT

TO: CITY MANAGER 2020 May 20

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #17-32**
High-Rise Apartment Building with Townhouses
Metrotown Downtown Plan

ADDRESS: 5977 Wilson Avenue (see *attached* Sketches #1 and #2)

LEGAL: Lot 58, District Lots 151 and 153, Group 1, NWD Plan 25603

FROM: RM3 Multiple Family Residential District

TO: CD Comprehensive Development District (based on the RM5s Multiple Family Residential District, RM5r Multiple Family Residential District and Metrotown Downtown Plan as guidelines and in accordance with the development plan entitled "5977 Wilson Avenue" prepared by Gensler Architects, CDA Inc., and PSF Studio Landscape Architecture)

APPLICANT: Blue Sky Properties Inc.
Suite 1201 - 838 West Hastings Street
Vancouver, BC V6C 0A6
Attention: Mark Kopinya

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2020 June 08 and to a Public Hearing on 2020 June 23 at 6:00 p.m.
2. **THAT** the predecessor Rezoning Bylaw Amendment No. 16, 2018, Bylaw 13878, be abandoned contingent upon the granting by Council of Second Reading of the subject Rezoning Bylaw.
3. **THAT** the following be established as prerequisites to the completion of the rezoning:

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20 Page 2

- a. The submission of a suitable plan of development.
- b. The deposit of sufficient monies including a 4% Engineering Inspection Fee to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.
- c. The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development (as well as underground switching and transformer/service boxes in town centre locations), and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- d. Completion of Rezoning Application #19-42 prior to the subject rezoning application.
- e. The utilization of an amenity bonus through the provision of a cash in-lieu contribution in accordance with Section 4.4 of this report.
- f. The submission of a Tenant Assistance Plan.
- g. The granting of any necessary statutory rights-of-way, easements and/or covenants.
- h. The granting of any necessary Section 219 Covenants in accordance with Section 5.4 of this report.
- i. The submission of an undertaking to remove all improvements prior to Final Adoption of the Bylaw. If requested, demolition may also be delayed to more closely coincide with approval of building permits.
- j. The review of a detailed Sediment Control System by the Director Engineering.
- k. The submission of a suitable on-site ground and stormwater management system to the approval of the Director Engineering, the deposit of sufficient monies for its provision, and the granting of a Section 219 Covenant to guarantee its provision and continuing operation.
- l. The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20 Page 3

- m. The design and provision of units adaptable to persons with disabilities, with the provision of customized hardware and cabinet work being subject to the sale/lease of the unit to a disabled person and with allocated disabled parking spaces.
- n. The provision of covered car wash stalls and an adequately sized and appropriately located garbage handling and recycling material holding space to the approval of the Director Engineering and a commitment to implement the recycling provisions.
- o. The review of on-site residential loading facilities by the Director Engineering.
- p. The submission of a Public Art Plan.
- q. Compliance with Council-adopted sound criteria.
- r. The provision of facilities for cyclists in accordance with this report.
- s. The undergrounding of existing overhead wiring abutting the site, as determined by the Director Engineering.
- t. Compliance with the guidelines for underground parking for visitors.
- u. The deposit of the applicable Parkland Acquisition Charge.
- v. The deposit of the applicable GVS & DD Sewerage Charge.
- w. The deposit of the applicable School Site Acquisition Charge.
- x. The deposit of the applicable Regional Transportation Cost Charge.
- y. The submission of a written undertaking to distribute area plan notification forms, prepared by the City, with disclosure statements; and, to post area plan notification signs, also prepared by the City, on the development site and in the sales office in prominent and visible locations prior to Third Reading, or at the time marketing for the subject development commences, whichever is first, and remain posted for a period of one year, or until such time that all units are sold, whichever is greater.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20 Page 4

REPORT

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the construction of a high-rise apartment building with townhouses oriented towards Wilson Avenue and a proposed public east-west neighbourhood linkage.

2.0 POLICY FRAMEWORK

The City's Corporate Strategic Plan provides a vision for a world class city committed to creating and sustaining the best quality of life for our citizens; and one which is supported by goals for a safe, connected, inclusive, healthy and dynamic community. The proposed rezoning application aligns with the following goals and sub-goals of the Corporate Strategic Plan:

- **A Safe Community**
 - Transportation Safety – Make City streets, pathways, trails and sidewalks safer.
- **A Connected Community**
 - Social Connection – Enhance social connections throughout Burnaby
- **A Dynamic Community**
 - Community Development – Manage change by balancing economic development with environmental protection and maintaining a sense of belonging
- **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

The proposed application is also consistent with the site's land use designation under the Council-adopted Metrotown Downtown Plan. Burnaby has and continues to benefit from sound planning principles established early on in the City's development. Key to these is the Official Community Plan's designation of four Town Centre areas within the City which have and are intended to continue to accommodate a significant portion of the City's population and job growth, and which provide locations for the provision of community amenities going forward.

The creation of Town Centres at Metrotown, Brentwood, Edmonds and Lougheed have served the City well in protecting single- and two-family residential neighbourhoods from pressures to accommodate new growth, and have also allowed the City to preserve a significant component of its land base for park and open space. At the same time, they contribute to regional planning objectives, established by Metro Vancouver in the Regional Growth Strategy, that are of benefit both locally and more broadly. Within Burnaby, and other neighbouring cities, Town Centres are

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20 Page 5

helping to meet regional goals to reduce pressures for development of habitat and agricultural lands, to focus on jobs, people and services in walkable neighbourhoods that are and can be efficiently served by transit, and to reduce overall demands for travel by car with direct benefits to the environment, economy and the quality of life in the Region.

Further, Burnaby's Economic Development, Social and Environmental Sustainability Strategies, in addition to the Town Centre Plan, encourage: a varied range of housing options; improved neighbourhood livability, stability and accessibility; transit access and alternative forms of transportation; as well as green building policies.

The subject rezoning application is consistent with these regional and municipal plans and policies.

3.0 BACKGROUND

- 3.1 The subject development site is located within the Central Park East neighbourhood of the Metrotown Downtown Plan area (see Sketch #2 *attached*). The Council-adopted Plan identifies this neighbourhood as a high-density neighbourhood with a garden-like setting that is defined by its relationships to Central Park, Kingsway, the BC Parkway and Patterson SkyTrain station. Specifically, high-density multiple-family residential developments east of Central Park are intended to have a tranquil park-like neighbourhood character, enhanced with publically accessible pocket parks/open space as well as pedestrian and cycling linkages, which connect to Central Park, Kinnee Park, the BC Parkway and other parks within Metrotown. With respect to building form, such developments are intended for high-rise residential apartment buildings with low-rise apartments, townhousing or row-housing podiums.

The adopted Metrotown Downtown Plan designates the subject development site for high-density, multiple-family Comprehensive Development, utilizing the RM5s Multiple Family Residential District as a guideline. As well, in accordance with Council-adopted policy regarding rental use zoning, the inclusion of the RM5r Multiple Family Residential District in the proposed Comprehensive Development zoning is required to support the development of rental units.

- 3.2 On 2018 April 23, Council received a Public Hearing report for the subject rezoning, proposing a 293 unit market residential high rise apartment building and townhouse podium utilizing RM5s District zoning. The subject rezoning subsequently progressed to Second Reading on 2018 June 11, and was scheduled to advance to Third Reading in 2019. However, the application was ultimately referred back to Staff for a revised proposal that is in line with the Council-adopted policy regarding rental use zoning.

In accordance with Council's adopted Rental Use Zoning Policy, Stream 1 – Rental Replacement, and Stream 2 – Inclusionary Rental apply to the subject rezoning application. In this regard, the applicant is required to provide the greater of the 1:1

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20 Page 6

replacement of the existing rental units, or the equivalent of 20% of the proposed market units excluding units achieved using density offset. RM5r density, to a maximum of 2.2 FAR is available to provide the required replacement/inclusionary rental units. To ensure affordability, the required rental units are to be at prevailing rents for returning tenants (subject to permitted Residential Tenancy Act increases), or 20% below Canada Mortgage and Housing Company (CMHC) median market rents for new tenants. To assist with the provision of the affordable housing, a density offset of 1.1 FAR is available to supplement the proposed market units.

Appearing elsewhere on tonight's agenda is a report recommending advancement to a Public Hearing for Rezoning Reference #19-42, for a proposed high-rise apartment tower in the Central Park East neighbourhood. As detailed in that report, the applicant is requesting consideration of an alternative approach to meet the City's rental and affordable housing objectives. In summary, the applicant has indicated that they are also the owner of 5970, 5986, and 5994 Kathleen Avenue. The applicant, having comprehensively reviewed the development opportunities on both the Wilson and Kathleen sites, is proposing that the Wilson site remain a market-only site and that the rental units now required by Council policy, be provided on the Kathleen site as part of a full rental project on the site.

- 3.3 The applicant has now submitted a plan of development suitable for presentation to a Public Hearing.

4.0 GENERAL COMMENTS

- 4.1 The applicant is proposing rezoning of the subject site to the Comprehensive Development District (based on the RM5s and RM5r Multiple Family Residential Districts and Metrotown Downtown Plan as guidelines). The proposed development is for a 42-storey apartment building and townhouses, with underground parking. A total of 356 apartment units are proposed within the development. Vehicular access is provided via the rear lane.
- 4.2 Overall, the proposal is considered to embody exceptional urban design and architectural expression in terms of the building's siting, massing, pedestrian orientation and materiality, thus meeting the standards and objectives for such development in the Central Park East Neighbourhood. To complement the built form, a progressive landscape treatment is proposed within the front and side yards, and bounding street, including broad separated sidewalks on Wilson Avenue, complete with rain gardens with curb bulges to help soften the urban environment. Substantial on-site landscaping is also proposed within the development.
- 4.3 The CD (RM5s) District permits a maximum market density of 6.1 FAR (comprised of 3.4 FAR base density, a maximum 1.6 FAR amenity density bonus, and a maximum 1.1

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20 Page 7

FAR density offset). The CD (RM5r) District permits a maximum rental density of 2.2 FAR, for a total potential density of 8.3 FAR.

In total, the applicant is proposing 356 units on the subject site, using a market density of 5.39 FAR, comprised of: 4.29 FAR (RM5s) and 1.1 FAR density offset for the provision of affordable housing. With respect to the requirement for affordable rental housing, in accordance with Council's adopted Rental Use Zoning Policy, the applicant is providing a total of 66 affordable rental units (inclusive of 62 replacement units, and 4 inclusionary rental units), which will be provided on the Kathleen site. The applicant is also proposing to transfer 0.87 FAR of RM5r rental density, as well as 0.7 FAR supplementary RM5s District density to the Kathleen site.

It is noted that all previous tenants of the Wilson site, which is currently vacant, have been notified of their right of first refusal of a replacement rental unit. For returning tenants, the affordable rental units are proposed at pre-development rents (adjusted for Residential Tenancy Act increase). For new tenants of the affordable rental units, rates are proposed at 20% below CMHC median market rates, in line with Council's adopted policy. The proposed rental rates help meet the City's housing affordability objectives and allow the applicant to access the full 1.1 FAR density offset available under the RM5s District on each of the respective Kathleen and Wilson sites.

Overall, the proposed development program for the subject site, including the transfer of the rental housing obligation to the Kathleen site, is considered supportable. The proposal would facilitate early delivery of a 100% rental building on the Kathleen site, and the in-stream rezoning application for the subject site can remain largely as originally proposed. Staff would process the two rezoning applications in parallel, with a coordinated Final Adoption date to ensure concurrent registration of a density allocation covenant on both sites governing the density transfer arrangement described above. Completion of Rezoning Reference #19-42 is a prerequisite condition of the subject rezoning application.

- 4.4 As noted, the applicant is proposing to use the amenity density provisions indicated within the Zoning Bylaw. In so doing, the applicant is eligible for an additional 1.6 FAR in amenity bonus, which translates into 8,030.9 m² (86,444 sq. ft.) of bonused gross floor area. The applicant is proposing to utilize 6,244.1 m² (67,212 sq. ft.) of bonus density within the subject development proposal, and transfer 1,758.3 m² (18,926 sq. ft.) of supplementary RM5s District bonus density into the Kathleen site development proposal. The Realty and Lands Division of the Department of Public Safety and Community Services will forward a separate report detailing the value of the density bonus for Council's consideration and approval prior to the subject amendment bylaw receiving Third Reading. The report to Council will be prepared once the Realty and Lands Division has concluded negotiations with the applicant. Council approval of the density bonus value is a prerequisite condition of the rezoning.

To: *City Manager*
 From: *Director Planning and Building*
 Re: *REZONING REFERENCE #17-32*
 2020 May 20 Page 8

Under the Priority Amenity Program, the community benefit funds received will be directed into the Metrotown Town Centre Account to be utilized in the future to achieve priority amenities, as established by Council. In accordance with Council's adopted policy, 80% of the cash-in-lieu contributions are applied toward a Town Centre Financial Account and 20% to the Community Benefit Bonus Housing Fund.

- 4.5 It is intended that the overall project accommodate a broad spectrum of housing needs. To support this, a portion of the one bedroom units are generally based on the Zoning Bylaw minimum unit sizes for such dwellings in the P11e District (SFU), which requires a minimum area of 50m² (538.21 sq. ft.). Smaller one bedroom units (561 – 585 sq. ft.) are intended to provide a level of affordability for new home ownership, providing access to the market for first time home buyers.
- 4.6 Given the site's location near the Metrotown and Patterson SkyTrain Stations, a parking ratio of 1.1 spaces per market residential unit is considered appropriate. Of these ratios, 0.1 spaces per unit is for visitor parking. To support the residential parking ratio, the developer has also provided for transportation alternatives, including provision of two secured bicycle parking spaces per unit, and a bicycle repair/maintenance area. All residential spaces will be equipped with an individually metered energized outlet capable of providing a Level 2 or higher charging level for an electric vehicle, in accordance with the Burnaby Zoning Bylaw. All required parking for the development is proposed to be located underground, with access taken from the rear lane.
- 4.7 The developer has committed to demonstrating sustainability through building design, materiality and efficiency (water, energy and waste management) initiatives. The proposed building will meet Step 1 of the BC Energy Step Code.

5.0 REZONING REQUIREMENTS

- 5.1 The Director Engineering will assess the need for any further required services to the site, including, but not necessarily limited to:
- construction of Wilson Avenue to its Town Centre two-lane collector standard;
 - construction of the east-west neighbourhood linkage, connecting Wilson Avenue to James Street and the rear lane, including a 3.0 m saw-cut concrete path, landscaping and lighting;
 - upgrades to the rear lane as required; and,
 - storm, sanitary sewer, and water main upgrades as required.
- 5.2 A 3.48 m dedication along the Wilson Avenue frontage of the site is required.
- 5.3 The development is providing 70 adaptable units within the residential apartment building, which meets the 20% minimum requirements of the Council-adopted Adaptable Housing policy. A total of 11 accessible parking stalls, inclusive of 3 van accessible parking stalls, will be provided in the underground parking area. The accessible parking

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20 Page 9

stalls will be protected by a Section 219 Covenant as common property to be administered by the Strata Corporation.

- 5.4 Any necessary easements and covenants and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:
- a Section 219 Covenant restricting enclosure of balconies;
 - a Section 219 Covenant ensuring compliance with the approved acoustical study;
 - a Section 219 Covenant ensuring that accessible parking stalls in the underground residential parking areas be held in common property to be administered by the Strata Corporation;
 - a Section 219 Covenant guaranteeing the provision and ongoing maintenance of public art;
 - a Section 219 Covenant requiring issuance of the occupancy permit for the rental development at the Kathleen site as a condition of occupancy for the market-only development at the Wilson site;
 - A 3.0 m statutory right-of-way across the south-western frontage of the subject site for the east-west neighbourhood linkage; and,
 - a Density Allocation Covenant ensuring that the density of subject development site and the associated development site at 5970, 5986, and 5994 Kathleen Avenue comply with the approved CD Zoning for the respective sites.
- 5.5 A communications strategy that provides all building residents with an understanding of the available building facilities is required.
- 5.6 The submission of a Tenant Assistance Plan, in accordance with adopted Council policy, for tenants affected by redevelopment of the subject development site has been submitted in line with Council's adopted policy.
- 5.7 Due to the proximity of the subject site to the Patterson SkyTrain Station and Kingsway, the applicant is required to provide an acoustical study showing that the proposed development would meet the Council-adopted noise criteria.
- 5.8 Provision of car wash stalls, bike parking and a bike repair station are required for the residential development.
- 5.9 As the site will be fully excavated for development, a tree survey will be required identifying trees to be removed from the site. The applicant will be required to obtain a tree removal permit for all trees over 20 cm (8 inches) in diameter. A detailed landscape and tree planting plan has been provided as part of the suitable plan of development to replace existing trees to be removed from the site.
- 5.10 A suitable engineered design to the approval of the Director Engineering will be required for the on-site ground and stormwater management system, as well as a Section 219 Covenant to guarantee its provision and continuing operation. The deposit of sufficient

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20Page 10

monies to guarantee the provision of the stormwater drainage and landscape features will be required.

- 5.11 The Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption.
- 5.12 The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering is required.
- 5.13 A site profile application is not required given the sites past residential use.
- 5.14 The submission of a detailed residential loading management plan to the approval of the Director Engineering is required.
- 5.15 Development Cost Charges applicable to this rezoning include:
 - the Parkland Acquisition Charge;
 - the GVS&DD Sewerage Development Charge;
 - the School Site Acquisition Charge; and,
 - the Regional Transportation Development Cost Charge.

6.0 DEVELOPMENT PROPOSAL

- 6.1 Gross Site Area - 5,019.3 m² (54,027 sq. ft.)
 Road Dedication along Wilson Avenue Frontage (*subject to detailed civil design*) - 258.8 m² (2,786 sq. ft.)
- 6.2 Site Coverage - 24.6%
- 6.3 Density (FAR and GFA)
 - RM5s FAR - 4.29 FAR (inclusive of 1.24 FAR amenity bonus)
 - Density Offset for Affordable Housing - 1.1 FAR
 - Total FAR - 5.39 FAR (inclusive of 1.24 FAR amenity bonus)
 - RM5s Floor Area - 21,522.9 m² (231,673 sq. ft.)
 - Density Offset for Affordable - 5,521.2 m² (59,430 sq. ft.)

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20Page 11

Housing

Total Floor Area - 27,044.3 m² (291,102 sq. ft.)

Transferred Density to Kathleen Site

RM5s FAR - 0.7 FAR (inclusive of 0.35 FAR amenity bonus)

RM5r - 0.87 FAR

Total Transferred FAR - 1.57 FAR

RM5s Floor Area - 3,516.6 m² (37,852 sq. ft.)

RM5r Floor Area - 4,378.2 m² (47,127 sq. ft.)

Total Transferred Area - 7,894.8 m² (84,979 sq. ft.)

6.4 Residential Unit Mix

43 – Studio units - 39.7 m² – 46.7 m² (427 sq. ft. – 503 sq. ft.)

30 – Adaptable Studio units - 41.8 m² (450 sq. ft.)

106 – One bedroom + den (P11e) units - 52.1 m² – 54.4 m² (561 sq. ft. – 585 sq. ft.)

2 – One bedroom + den units - 58.1 m² – 60.7 m² (625 sq. ft. – 653 sq. ft.)

20 – Adaptable One bedroom + den units - 60.3 m² (649 sq. ft.)

86 – Two bedroom units - 72 m² – 89.9 m² (775 sq. ft. – 968 sq. ft.)

20 – Adaptable Two bedroom units - 89.9 m² (968 sq. ft.)

40 – Two bedroom + den units - 82.4 m² – 94.8 m² (887 sq. ft. – 1,020 sq. ft.)

8 – Three bedroom units (inclusive of 6 townhouse units) - 119.4 m² – 157.8 m² (1,285 sq. ft. – 1,698 sq. ft.)

1 – Three bedroom + den unit - 137 m² (1,475 sq. ft.)

356 Total Units

6.5 Building Height

- 42 storeys

- 140.8 m (462 ft.)

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20Page 12

6.6 Vehicle Parking (Residential)

Total Required and Provided:

356 units @ 1.1 spaces/unit - 392 spaces (including 11 accessible parking
 (inclusive of 0.1 visitor spaces/unit) stalls and 36 visitors' parking)

6.7 Bicycle Parking

Total Required:

356 units @ 2.2 spaces per units - 790 spaces (including 78 visitors' spaces)
 (inclusive of 0.2 visitor spaces/unit)

Total Provided:

356 units @ 2.22 spaces per units - 797 spaces (including 78 visitors' spaces)
 (inclusive of 0.2 visitor spaces/unit)

6.8 Loading and Car Wash

Residential Loading Provided - 2 spaces

Car Wash Stall Provided - 4 spaces

6.9 Communal Facilities

Primary communal facilities for development are located over levels one, seventeen and eighteen. Level one includes an amenity lobby, seating area, mail room and concierge. Levels seventeen and eighteen include a pool, pool deck, fitness room, lounge area, private dining room and kitchen, entertainment room, and business centre and study rooms. The amenity area amounts to 1,218.7 m² (13,118 sq. ft.), which is less than the permitted 5% exemption (1,352.2 m² or 14,555 sq. ft.) from Gross Floor Area permitted under the Zoning Bylaw.

E. W. Kozak, Director
 PLANNING AND BUILDING

MN:tn

Attachments

cc: Director Public Safety and Community Services

City Solicitor

City Clerk

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #17-32
 2020 May 20Page 12

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E. W. Kozal, Director
 PLANNING AND BUILDING

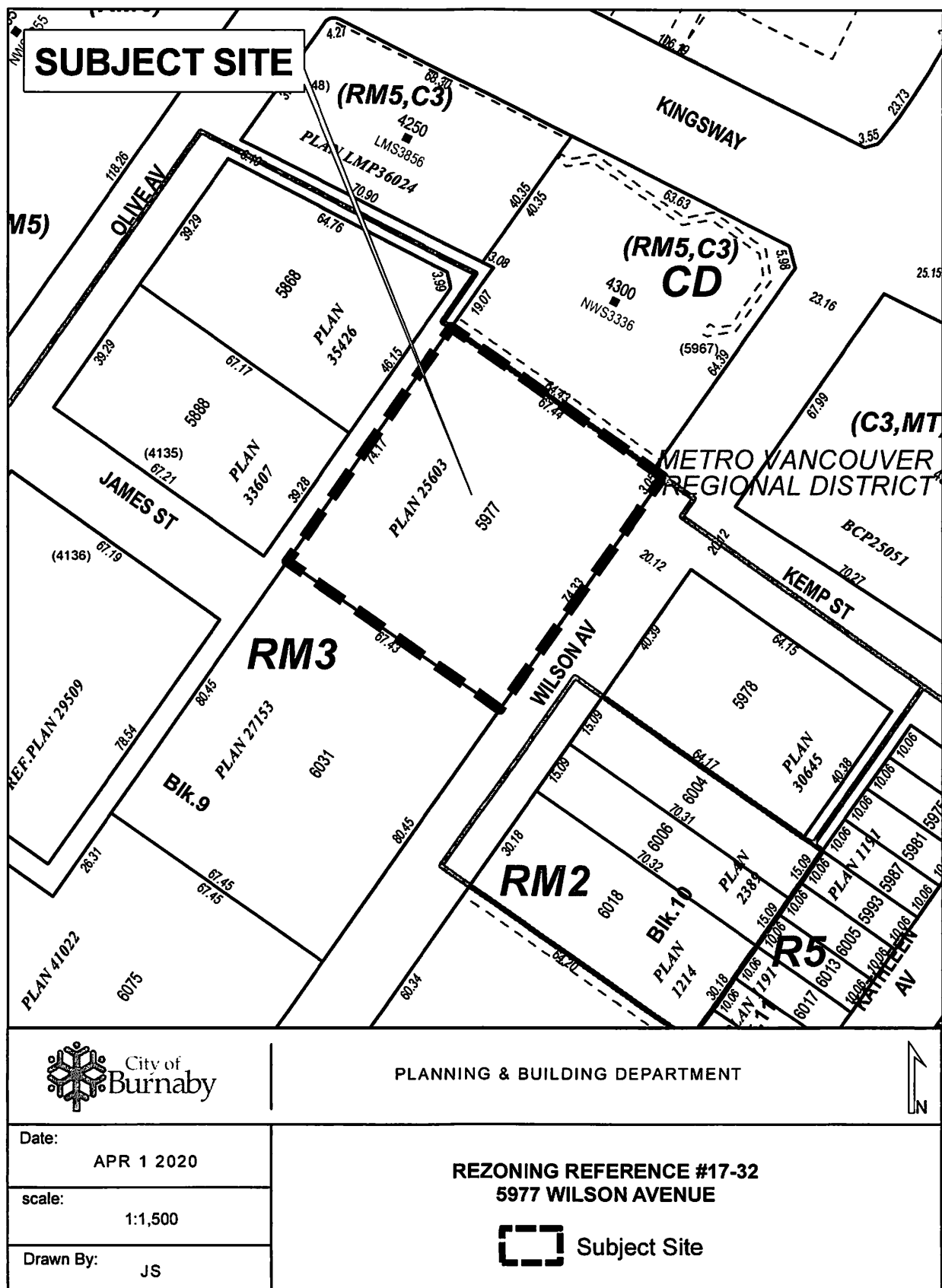
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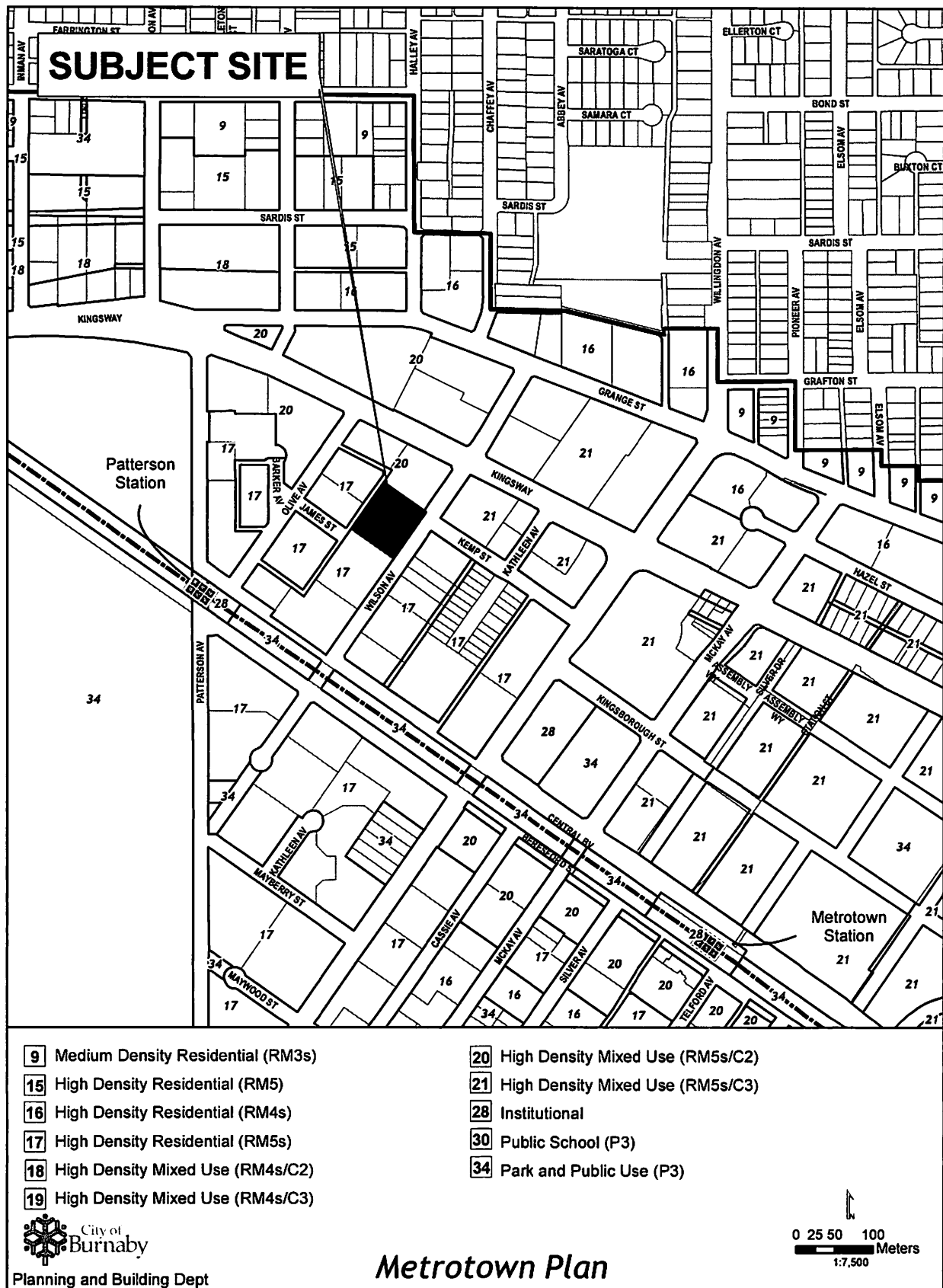
Attachments

cc: Director Public Safety and Community Services

City Solicitor

City Clerk







Item.....
Meeting.....2020 May 25

COUNCIL REPORT

TO: CITY MANAGER 2020 May 20

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #19-26**
Four-Storey Data Centre and Office Development
Edmonds Town Centre Plan

ADDRESS: 6700 Southridge Drive (see *attached* Sketches #1 and #2)

LEGAL: Lot A, DL 171, Group 1, NWD Plan LMP45547

FROM: CD Comprehensive Development District (based on M2 General Industrial District)

TO: Amended CD Comprehensive Development District (based on M2 General Industrial District, the Edmonds Town Centre Plan, and in accordance with the development plan entitled "Translink Operations & Control Centre" prepared by RDHA Architects Inc.)

APPLICANT: Brook Pooni Associates
 200 – 1055 West Hastings Street
 Vancouver, BC V6E 2E9
 Attn: Blaire Chisholm

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.

RECOMMENDATIONS:

1. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2020 June 08 and to a Public Hearing on 2020 June 23 at 6:00 p.m.
2. **THAT** the following be established as prerequisites to the completion of the rezoning:
 - a. The submission of a suitable plan of development.
 - b. The deposit of sufficient monies, including a 4% Engineering Inspection Fee, to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #19-26
 2020 May 25Page 2

- c. The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development, and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- d. The review of a detailed Sediment Control System by the Director Engineering.
- e. The granting of any necessary statutory rights-of-way, easements and/or covenants.
- f. The deposit of the applicable GVS & DD Sewerage Development Cost Charge.
- g. The deposit of the applicable Regional Transportation Development Cost Charge.
- h. The provision of facilities for cyclists in accordance with Section 5.5 of the rezoning report.
- i. The submission of a detailed Comprehensive Sign Plan.
- j. The submission of a Site Profile and resolution of any arising requirements.
- k. The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.
- l. The submission of a suitable on-site stormwater management system to the approval of the Director Engineering, the deposit of sufficient monies for its provision, and the granting of a Section 219 Covenant to guarantee its provision and continuing operation.

R E P O R T

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the construction of a new 4-storey data centre and office building.

2.0 POLICY FRAMEWORK

The proposed development is in line with the Light Industrial designation of the Council-adopted Edmonds Town Centre Plan. The advancement of the proposed zoning bylaw amendment also aligns with the following goals and sub-goals of the Corporate Strategic Plan:

A Connected Community

- Partnership - Work collaboratively with businesses, educational institutions, associations, other communities, and governments.
- Social connection - Enhance social connections throughout Burnaby.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #19-26
 2020 May 25 Page 3

A Dynamic Community

- Economic opportunity - Foster an environment that attracts new and supports existing jobs, businesses and industries.

3.0 BACKGROUND

- 3.1 The subject site currently accommodates an industrial/office building which was constructed in 1999 under Rezoning Reference #99-01 for Bombardier Transportation for offices and the assembly of SkyTrain cars. The property has since transacted to TransLink, which currently utilizes the space for office and maintenance purposes.
- 3.2 On 2019 September 11, Council received the report of the Planning and Building Department regarding the rezoning of the subject site and authorized the Department to continue to work with the applicant in preparing a suitable plan of development with the understanding that a further and more detailed report would be submitted at a later date. The applicant has now submitted a plan of development suitable for presentation at a Public Hearing.

4.0 GENERAL COMMENTS

- 4.1 The applicant is requesting rezoning to the CD Comprehensive Development District (utilizing the M2 General Industrial District as a guideline) in order to permit the construction of a light industrial/office building measuring approximately 1,700 m² (18,299 sq.ft.), to accommodate a SkyTrain Control Centre in a vacant portion of the site. Vehicular access will be provided from Southridge Drive.

The combined development requires the provision of 183 additional parking stalls on site in accordance with the Zoning Bylaw. Due to site constraints related to the siting of the existing and proposed buildings, and the substantial slope to the east of the proposed new building, the applicant has indicated that they are able to accommodate a total of 155 parking spaces on site. Under the Council adopted policy for cash-in-lieu parking within Town Centres the applicant could purchase the remaining 28 required parking at \$10,000 per stall equalling a total of \$280,000. However, given the subject site's location on the periphery of the plan, and any potential locations for City off-street parking would be within the core areas of the plan, this site would not benefit from the provision of additional City-owned parking within these core areas. As an alternative to the cash-in-lieu option available the applicant has requested to use these funds to support active transportation through the provision of transit passes and enhanced bicycle storage and end of trip facilities for employees, equivalent to the cash-in-lieu amount. A Section 219 Covenant to secure this provision, and bonding for the Transportation Demand Management (TDM) measures will be required prior to Final Adoption. Further, the site is required to provide 8 loading spaces to serve the combined development, but is only able to accommodate 5 loading spaces due to the above noted site constraints. As the proposed development is primarily automated, the available 5 loading spaces are deemed to be sufficient to serve the site.

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #19-26
 2020 May 25 Page 4

- 4.2 Primary servicing for the subject site has been provided for through Subdivision Reference #99-04; however, the Director Engineering will be requested to provide an estimate for any further services necessary to serve this site. Servicing requirements will include, but not necessarily be limited to:
- reconstruction of curbs on Southridge Drive;
 - provision of a new bus shelter on Southridge Drive; and,
 - provision of street trees in the centre median of Southridge Drive.
- 4.3 The GVS & DD Sewerage Development Cost Charge will apply to this rezoning.
- 4.4 The Regional Transportation Development Cost Charge will apply to this rezoning.
- 4.5 The submission of a suitable on-site stormwater management system to the approval of the Director Engineering, the deposit of sufficient monies for its provision, and the granting of a Section 219 Covenant to guarantee its provision and continuing operation is required.
- 4.6 A detailed environmental assessment was undertaken as part of the previous rezoning (Rezoning Reference #99-01). As significant time has lapsed since the original environmental assessment, the submission of a Site Profile and resolution of any arising requirements is required.
- 4.7 Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption.
- 4.8 Any necessary easements, covenants and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:
- Section 219 Covenant is required for the provision of Transportation Demand Management (TDM) measures for the reduction of required parking;
 - Section 219 Covenant and bonding are required to assure the provision and continuing maintenance of stormwater management system; and,
 - Section 219 Covenant to assure the provision and continuing maintenance of end-of-trip facilities.

5.0 DEVELOPMENT PROPOSAL

- 5.1 Site Area: - 2.57 ha (6.35 acres)
- 5.2 Site Coverage: - 48%
- 5.3 Proposed Gross Floor Area:

To: City Manager
 From: Director Planning and Building
 Re: Rezoning Reference #19-26
 2020 May 25 Page 5

Existing Building (unchanged)

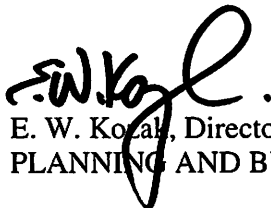
Office	-	3,157 m ²	(33,982 sq. ft.)
Manufacturing	-	4,189 m ²	(45,090 sq. ft.)
Warehouse	-	1,138 m ²	(12,249 sq. ft.)
Total Existing Floor Area	-	8,484 m ²	(91,321 sq. ft.)

Proposed Building (new)

Office	-	2,648 m ²	(28,503 sq. ft.)
Storage/Data Centre	-	1,098 m ²	(11,819 sq. ft.)
Total Proposed Floor Area	-	3,746 m ²	(40,322 sq. ft.)

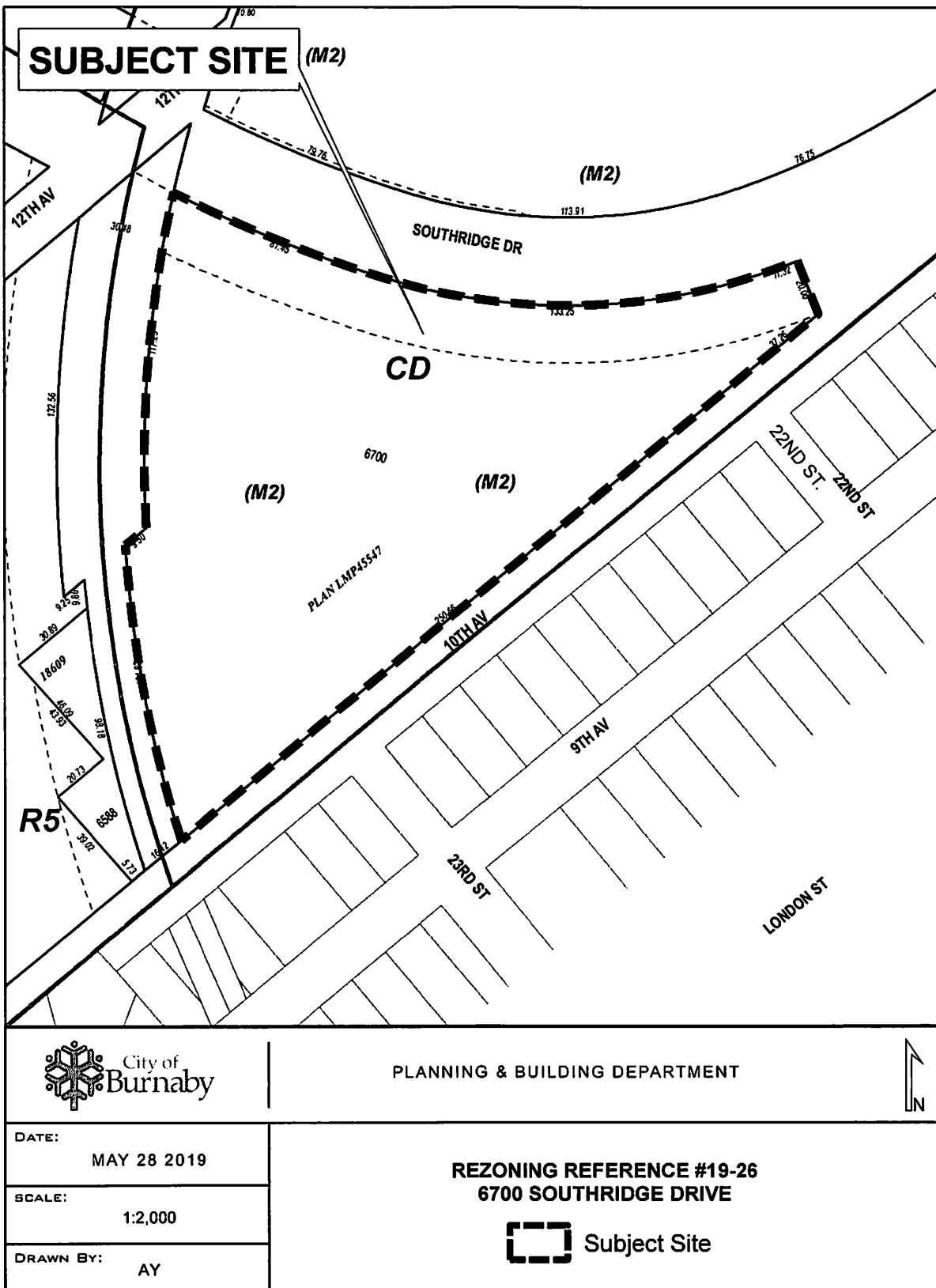
TOTAL COMBINED FLOOR AREA	-	12,230 m ²	(131,643 sq. ft.)
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- 5.4 Vehicle Parking:
- | | | | |
|-----------------------|---|---|--------------|
| Office | - | 5,805 m ² @ 1/46 m ² | = 126 spaces |
| Manufacturing | - | 4,189 m ² @ 1/93 m ² | = 45 spaces |
| Warehouse/Data Centre | - | 2,236 m ² @ 1/186 m ² | = 12 spaces |
| Required | - | 183 spaces | |
| Provided | - | 155 spaces | |
- 5.5 Bicycle Parking:
- | | | |
|-----------------------|---|-----------|
| Required and Provided | - | 19 spaces |
|-----------------------|---|-----------|
- 5.6 Loading:
- | | | |
|----------|---|----------|
| Required | - | 7 spaces |
| Provided | - | 5 spaces |

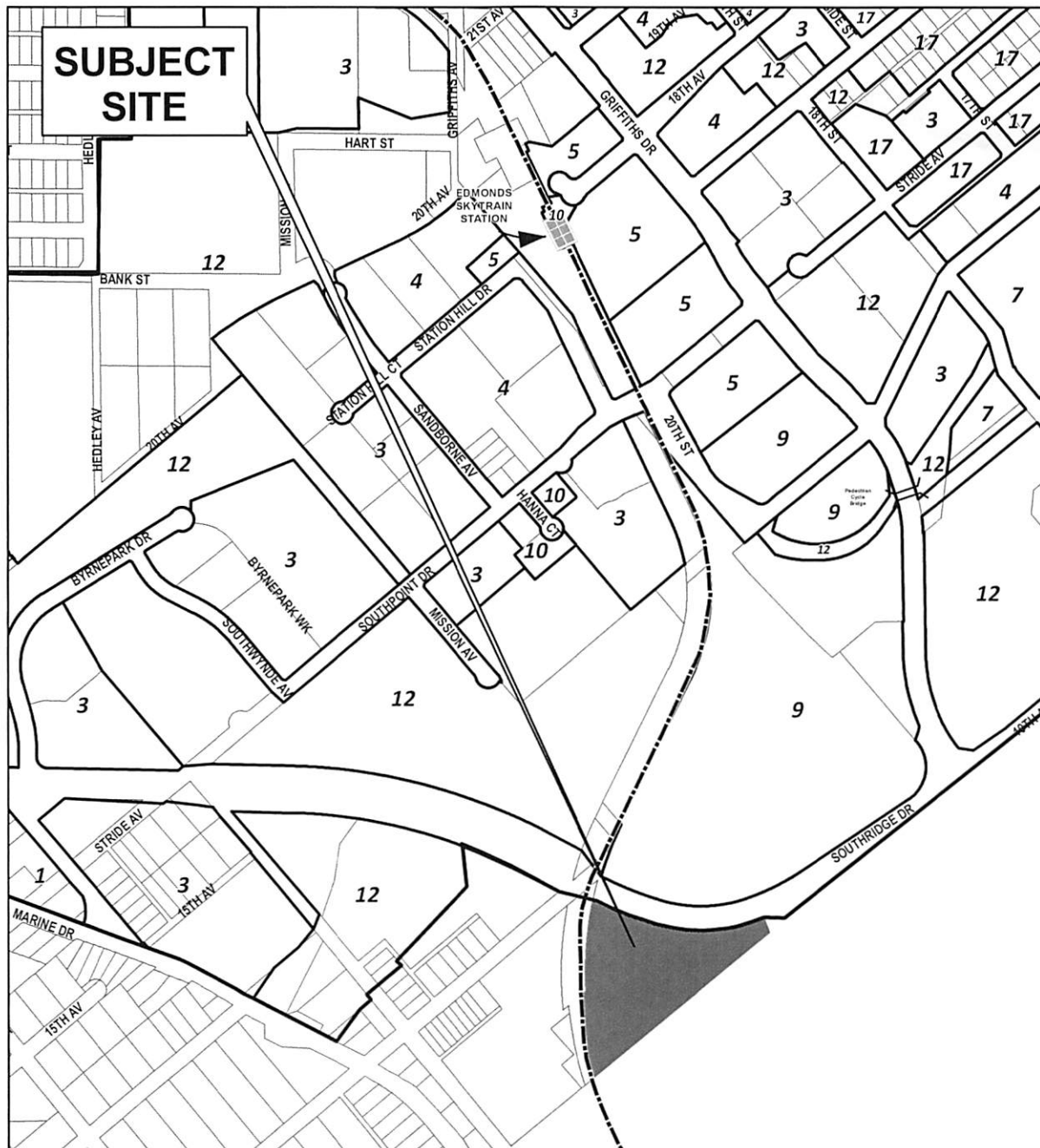

 E. W. Kozal, Director
 PLANNING AND BUILDING

JBS:
Attachments

cc: City Solicitor
 City Clerk



Sketch #1



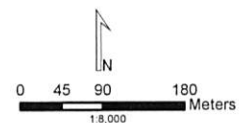
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|---|---|
| 1 Single and Two Family Residential | 9 Industrial |
| 3 Medium Density Multiple Family Residential | 10 Institutional |
| 4 High Density Multiple Family Residential | 12 Park and Public Use/Public School |
| 5 Commercial | 17 Low or Medium Density Multiple Family Residential (Ground Oriented) |
| 6 Medium Density Mixed Use | 22 Low/Medium Density Mixed Use |
| 7 High Density Mixed Use | |

Edmonds Town Centre Plan Development Guidelines



PLANNING & BUILDING DEPARTMENT

Note: Composite Sketch Subject to Change



Printed on May 28, 2019

Sketch #2



Item
Meeting 2020 May 25

COUNCIL REPORT

TO: CITY MANAGER 2020 May 20

FROM: DIRECTOR PLANNING AND BUILDING

SUBJECT: **REZONING REFERENCE #19-42**
High-Rise Apartment Building
Metrotown Downtown Plan

ADDRESS: 5970, 5986, and 5994 Kathleen Avenue (see *attached* Sketches #1 and #2)

LEGAL: Parcel "A" (Explanatory Plan 24921) Lots 11 and 12 District Lot 153 Group 1 New Westminster District Plan 1191, Lot 13 and 14 District Lot 153 Group 1 New Westminster District Plan 1191, Lot "B" District Lots 151 And 153 Group 1 New Westminster District Plan 6950

FROM: R5 Residential District

TO: CD Comprehensive Development District (based on the RM5s Multiple Family Residential District, RM5r Multiple Family Residential District and Metrotown Downtown Plan as guidelines and in accordance with the development plan entitled "Bosa Kathleen" prepared by IBI Group Architects (Canada) Inc.)

APPLICANT: Blue Sky Properties Inc.
 Suite 1100 - 838 West Hastings Street
 Vancouver, BC V6C 0A6
 Attention: Philippe Lew

PURPOSE: To seek Council authorization to forward this application to a Public Hearing on 2020 June 23.

RECOMMENDATIONS:

1. **THAT** the introduction of a Highway Closure Bylaw be authorized according to the terms outlined in Section 5.2 of this report, contingent upon the granting by Council of Second Reading of the subject Rezoning Bylaw.
2. **THAT** a Rezoning Bylaw be prepared and advanced to First Reading on 2020 June 08 and to a Public Hearing on 2020 June 23 at 6:00 p.m.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20Page 2

3. **THAT** the following be established as prerequisites to the completion of the rezoning:

- a. The submission of a suitable plan of development.
- b. The deposit of sufficient monies including a 4% Engineering Inspection Fee to cover the costs of all services necessary to serve the site and the completion of a servicing agreement covering all requisite services. All services are to be designed to City standards and constructed in accordance with the Engineering Design. One of the conditions for the release of occupancy permits will be the completion of all requisite services.
- c. The installation of all electrical, telephone and cable servicing, and all other wiring underground throughout the development (as well as underground switching and transformer/service boxes in Town Centre locations), and to the point of connection to the existing service where sufficient facilities are available to serve the development.
- d. The utilization of an amenity bonus through the provision of a cash in-lieu contribution in accordance with Section 4.4 of this report.
- e. The granting of any necessary statutory rights-of-way, easements and/or covenants.
- f. The granting of any necessary Section 219 Covenants in accordance with Section 5.4 of this report.
- g. The registration of a Housing Agreement and Housing Covenant, and Council consideration and approval of a Housing Agreement Bylaw as described in Section 5.5 of this report.
- h. The submission of an undertaking to remove all improvements prior to Final Adoption of the Bylaw. If requested, demolition may also be delayed to more closely coincide with approval of building permits.
- i. The review of a detailed Sediment Control System by the Director Engineering.
- j. The submission of a suitable Solid Waste and Recycling plan to the approval of the Director Engineering.
- k. The completion of the Highway Closure Bylaw and sale of City property as described in Section 5.2 of this report.

To: City Manager
From: Director Planning and Building
Re: REZONING REFERENCE #19-42
 2020 May 20Page 3

- l. Completion of Rezoning Application #17-32 concurrently with the subject rezoning application.
- m. The consolidation of the development site into one legal lot.
- n. The design and provision of units adaptable to persons with disabilities, with the provision of customized hardware and cabinet work being subject to the renting of the unit to a disabled person.
- o. The provision of a covered car wash stall and an adequately sized and appropriately located garbage handling and recycling material holding space to the approval of the Director Engineering and a commitment to implement the recycling provisions.
- p. The review of on-site residential loading facilities by the Director Engineering.
- q. The submission of a Public Art Plan.
- r. Compliance with Council-adopted sound criteria.
- s. The provision of facilities for cyclists in accordance with this report.
- t. The undergrounding of existing overhead wiring abutting the site, as determined by the Director Engineering.
- u. Compliance with the guidelines for underground parking for visitors.
- v. The deposit of the applicable Parkland Acquisition Charge.
- w. The deposit of the applicable GVS & DD Sewerage Charge.
- x. The deposit of the applicable School Site Acquisition Charge.
- y. The deposit of the applicable Regional Transportation Cost Charge.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 4

REPORT

1.0 REZONING PURPOSE

The purpose of the proposed rezoning bylaw amendment is to permit the development of a high-rise rental residential building with underground parking.

2.0 POLICY FRAMEWORK

The City's Corporate Strategic Plan provides a vision for a world class city committed to creating and sustaining the best quality of life for our citizens; and one which is supported by goals for a safe, connected, inclusive, healthy and dynamic community. The proposed rezoning application aligns with the following goals and sub-goals of the Corporate Strategic Plan:

- **A Safe Community**
 - Transportation Safety – Make City streets, pathways, trails and sidewalks safer.
- **A Connected Community**
 - Social Connection – Enhance social connections throughout Burnaby
- **A Dynamic Community**
 - Community Development – Manage change by balancing economic development with environmental protection and maintaining a sense of belonging
- **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

The proposed application is also consistent with the site's land use designation under the Council-adopted Metrotown Downtown Plan. Burnaby has and continues to benefit from sound planning principles established early on in the City's development. Key to these is the Official Community Plan's designation of four Town Centre areas within the City which have and are intended to continue to accommodate a significant portion of the City's population and job growth, and which provide locations for the provision of community amenities going forward.

The creation of Town Centres at Metrotown, Brentwood, Edmonds and Lougheed have served the City well in protecting single- and two-family residential neighbourhoods from pressures to accommodate new growth, and have also allowed the City to preserve a significant component of its land base for park and open space. At the same time, they contribute to regional planning objectives, established by Metro Vancouver in the Regional Growth Strategy, that are of benefit both locally and more broadly. Within Burnaby, and other neighbouring cities, Town Centres are helping to meet regional goals to reduce pressures for development of habitat and agricultural

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 5

lands, to focus on jobs, people and services in walkable neighbourhoods that are and can be efficiently served by transit, and to reduce overall demands for travel by car with direct benefits to the environment, economy and the quality of life in the Region.

Further, Burnaby's Economic Development, Social and Environmental Sustainability Strategies, in addition to the Town Centre Plan, encourage: a varied range of housing options; improved neighbourhood livability, stability and accessibility; transit access and alternative forms of transportation; as well as green building policies.

The subject rezoning application is consistent with these regional and municipal plans and policies.

3.0 BACKGROUND

- 3.1 The subject development site is located within the Central Park East Neighbourhood of the Metrotown Downtown Plan area (see *attached* Sketch #2). It comprises four lots: 5970, 5986 (two legal lots), and 5994 Kathleen Avenue. All are currently zoned R5 Residential District. 5970 and 5994 Kathleen Avenue are currently improved with older single-family dwellings, while 5986 Kathleen Avenue is currently undeveloped. Vehicular access to all the lots is currently available from a rear lane. The adopted Metrotown Downtown Plan designates the site for high-density, multiple-family Comprehensive Development, utilizing the RM5s Multiple Family Residential District as a guideline. As well, in accordance with Council-adopted policy regarding rental use zoning, the inclusion of the RM5r Multiple Family Residential District in the proposed Comprehensive Development zoning is required to support the development of rental units. High quality architectural and urban design, a park-side character, exceptional public realm improvements, and a sustainable redevelopment approach are to be derived from the project in accordance with the adopted Metrotown Downtown Plan.
- 3.2 The Council adopted Rental Use Zoning Policy, requires the subject rezoning application to satisfy Stream 2 – Inclusionary Rental requirements. In this regard, the applicant is required to provide the equivalent of 20% of the proposed market units, excluding units achieved using density offset, as affordable rental housing. RM5r density, to a maximum of 2.2 FAR is available to provide the required inclusionary rental units. To ensure affordability, the required rental units are to be rented 20% below Canada Mortgage and Housing Company (CMHC) median rents. To assist with the provision of the affordable housing, a density offset of 1.1 FAR is available to supplement the proposed market units.

The applicant has requested consideration of an alternative approach to meet the City's rental housing and affordable housing objectives. The applicant has indicated that they are also the owner of 5977 Wilson Avenue, which is located in the Central Park North Neighbourhood of the Metrotown Downtown Plan area, and currently the subject of Rezoning Reference #17-32. That rezoning initially proposed a 293 unit market

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 6

residential high-rise apartment building and townhouse podium utilizing RM5s District zoning, the amendment bylaw for which received Second Reading on 2018 June 11, and was scheduled to advance to Third Reading in 2019. However, that application was ultimately referred back to Staff for a revised development proposal that is in line with the now adopted Council-policy regarding rental use zoning.

The applicant, having comprehensively reviewed the development opportunities on both the Wilson and Kathleen sites, is proposing that the Wilson site remain a market-only site and that the rental units now required under the Rental Use Zoning Policy, as well as the associated RMr density and a portion of the Wilson site's RM5s supplementary density, be transferred to the Kathleen site to facilitate a full rental project. The proposal would result in the following:

- The Wilson site would remain a market-only site with an FAR of 5.39, comprised of 4.29 FAR of RM5s density and 1.1 FAR of density offset. The architectural concept developed to-date would remain largely intact, but with some adjustments to development statistics such as unit count, unit mix, and parking provisions, necessitating a new Public Hearing. A new Public Hearing report for the Wilson site project appears elsewhere on tonight's agenda for Council's consideration.
- The Kathleen site would be a rental-only site, and would be required to achieve occupancy prior to, or concurrently with the Wilson site. The Kathleen site is proposed to have an FAR of 11.67, comprised of:
 - 8.14 FAR of market rental units, (inclusive of 5.0 FAR of RM5s density, 1.1 density offset, and 2.04 FAR of transferred RM5s supplementary density from the Wilson site); and,
 - 3.53 FAR of affordable rental units (inclusive of 2.53 FAR of transferred RMr density from the Wilson site).

3.3 On 2019 October 28, Council received the initial report of the Planning and Building Department concerning the rezoning of the subject site and authorized the Department to continue to work with the applicant in the preparation of a suitable plan of development on the basis of the forgoing alternate approach, with the understanding that a further and more detailed report would be submitted at a later date.

3.4 The applicant has now submitted a plan of development suitable for presentation to a Public Hearing.

4.0 GENERAL COMMENTS

4.1 The applicant is proposing rezoning of the subject site to the Comprehensive Development District (based on the RM5s and RM5r Multiple Family Residential Districts and Metrotown Downtown Plan as guidelines). The proposed development is for

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 7

a single 34-storey purpose-built rental apartment building, with underground parking. A total of 324 apartment units are proposed within the development, comprised of 230 market rental units and 94 affordable rental units. Vehicular access is provided via the rear lane.

- 4.2 The proposed development form provides a strong street-orientated relationship to both Kemp Street and Kathleen Avenue, and provides an appropriate urban design response to surrounding, existing and planned high-density development within the Metrotown Downtown Plan area. Overall, the proposal is considered to embody exceptional urban design and architectural expression in terms of the building's siting, massing, pedestrian orientation and materiality, thus meeting the standards and objectives for such development in the Central Park East Neighbourhood. To complement the built form, a progressive landscape treatment is proposed, including broad separated sidewalks along Kemp Street and Kathleen Avenue, complete with a double row of street trees and planted curb bulges to help soften the urban environment. A generous on-site landscaping plan is also proposed within the development, including a hardscaped plaza around the entrance lobby, and planted seating areas along Kathleen Avenue. Significant planting is also incorporated at the level three patios, and the rooftop amenity patio, both of which will be visible from street level.
- 4.3 The CD (RM5s) District permits a maximum market density of 6.1 FAR (comprised of 3.4 FAR base density, a maximum 1.6 FAR amenity density bonus, and a maximum 1.1 FAR density offset). The CD (RM5r) District permits a maximum rental density of 2.2 FAR, for a total potential density of 8.3 FAR. As noted, the applicant is proposing a density transfer to the subject development site, with a proposed FAR of 11.67 resulting from the transfer of 3,516.6 m² (37,852 sq. ft.) gross floor area of RM5s District density, and 4,378.2 m² (47,127 sq. ft.) gross floor area of RM5r density from the Wilson Avenue site.

A floor area ratio in this range is atypical and is derived from the subject development site's gross lot area of 1,726.5 m² (18,584 sq. ft.). However, it is noted that the resultant gross floor area and tower form is comparable to other high rise buildings developed to-date in the Metrotown area, and the site is appropriately designated under the Metrotown Downtown Plan to accommodate the total proposed density.

In total, the applicant is proposing 230 market rental units on the subject site, using a market residential density of 8.14 FAR, comprised of: 5.0 FAR (RM5s), 1.1 FAR density offset for the provision of affordable housing, and 2.04 FAR of transferred supplementary RM5s District density from the Wilson site. With respect to the affordable rental component of the project, in accordance with Council's recently adopted Rental Use Zoning Policy, the applicant is providing a total of 94 affordable rental units, of which 28 are generated from the inclusionary rental requirements of the Kathleen site and 66 are the transferred replacement and inclusionary rental obligation from the Wilson site. The 94 affordable rental units have a FAR of 3.53, of which 1.0 FAR is derived from the

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 8

subject development site's RM5r zoning, and 2.53 FAR is derived and transferred from the Wilson site's RM5r zoning.

It is noted that all previous tenants of the Wilson site, which is currently vacant, have been notified of their right of first refusal of a replacement rental unit. For returning tenants, the affordable rental units are proposed at pre-development rents (adjusted for Residential Tenancy Act increase). For new tenants of the affordable rental units, rates are proposed at 20% below CMHC median market rates, in line with Council's adopted policy. The proposed rental rates help meet the City's housing affordability objectives and allow the applicant to access the full 1.1 FAR density offset available under the RM5s District on each of the respective Kathleen and Wilson sites.

Overall, the proposed development program for both the Wilson and Kathleen sites is considered supportable. A total of 94 affordable rental units would be delivered in accordance with Council policy, early delivery of a 100% rental building on the Kathleen site would be achieved, and the in-stream rezoning application for the Wilson site can remain largely intact. Further, the applicant's proposed affordable unit mix includes a higher proportion of larger, family-sized units than is required under the adopted Council policy. Family-sized units are typically the more unaffordable units as a consequence of their size, and as such the applicant's proposed affordable unit mix will make a meaningful contribution to providing affordable family orientated housing in Metrotown.

Staff will process the two rezoning applications in parallel, with a coordinated Final Adoption date to ensure concurrent registration of a density allocation covenant on both sites governing the density transfer arrangement described above. Staff would also establish issuance of the occupancy permit for the rental development at the Kathleen site as a condition of occupancy for the market-only development at the Wilson site. Completion of the subject rezoning application will also be a prerequisite condition of the Wilson Avenue rezoning application (Rezoning Reference #17-32).

- 4.4 As noted, the applicant is proposing to use the amenity density provisions indicated within the Zoning Bylaw. In so doing, the applicant would achieve an additional 1.6 FAR in amenity bonus from the subject development site, which provides 2,762.4 m² (29,734 sq. ft.) of bonused gross floor area, included in the development proposal. The applicant is also proposing to transfer 1,758.3 m² (18,926 sq. ft.) of supplementary bonus density from the Wilson site into the subject development proposal. The Realty and Lands Division of the Department of Public Safety and Community Services will forward a separate report detailing the value of the density bonus for Council's consideration and approval prior to the subject amendment bylaw receiving Third Reading. The report to Council will be prepared once the Realty and Lands Division has concluded negotiations with the applicant. Council approval of the density bonus value is a prerequisite condition of the rezoning.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 9

Under the Priority Amenity Program, the community benefit funds received will be directed into the Metrotown Town Centre Account to be utilized in the future to achieve priority amenities, as established by Council. In accordance with Council's adopted policy, 80% of the cash-in-lieu contributions are applied toward a Town Centre Financial Account and 20% to the Community Benefit Bonus Housing Fund.

- 4.5 Given the site's proposed use as a rental building, a minimum parking ratio of 0.6 spaces per rental unit (inclusive of 0.1 spaces for visitors) is required in accordance with the Burnaby Zoning Bylaw. The applicant is proposing a slightly reduced parking ratio of 0.58 spaces per rental unit (inclusive of 0.1 spaces for visitors). The requested variance is considered supportable given the site's proximity to the Metrotown and Patterson SkyTrain Stations. It is also recognised that parking demand associated with affordable rental housing is typically lower than comparable market rental units. All residential spaces will be equipped with an individually metered energized outlet capable of providing a Level 2 or higher charging level for an electric vehicle, in accordance with the Burnaby Zoning Bylaw. All required parking for the development is proposed to be located underground, with access taken from the rear lane.

The developer is also proposing a package of sustainable transportation measures including provision of two secured bicycle parking spaces per unit, a bicycle repair/maintenance area, and a secure package delivery area.

- 4.6 The developer has committed to demonstrating sustainability through building design, materiality and efficiency (water, energy and waste management) initiatives. The applicant has indicated that the proposed building will meet Step 3 of the BC Energy Step Code. The applicant will provide an energy model report prior to Final Adoption and conduct air tightness testing prior to occupancy in accordance with the approved Step.

5.0 REZONING REQUIREMENTS

- 5.1 The Director Engineering will assess the need for any further required services to the site, including, but not necessarily limited to:
- construction of Kemp Street along the site's frontage to a Town Centre two-lane collector standard;
 - construction of Kathleen Avenue along the site's frontage to a Town Centre local standard;
 - upgrades to the rear lane as required; and,
 - storm, sanitary sewer, and water main upgrades as required.
- 5.2 Under the Council-adopted Metrotown Downtown Plan, the portion of Kathleen Avenue bounded by Kemp Street to the north and Central Boulevard to the south, is identified for closure. However, in the medium to long term, retention of the road right-of-way is

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 10

required in order to preserve lot consolidation options, while giving each development parcel legal frontage for addressing purposes. Upon detailed review of the potential consolidation and access requirements for this portion of Kathleen Avenue, it was determined that a narrower road right-of-way would suffice. Therefore, the consolidation of the proposed development site includes the closure of a small portion of Kathleen Avenue at the intersection with Kemp Street measuring approximately 307.96 m² (3,315 sq. ft.) subject to final civil drawings, which will be achieved through a Highway Closure Bylaw. The Realty and Lands Division of the Department of Public Safety and Community Services will forward a separate report detailing the value of the land sale for Council's consideration and approval prior to the subject amendment bylaw receiving Third Reading. The report to Council will be prepared once the Realty and Lands Division has concluded negotiations with the applicant. Council approval of the land sale is a prerequisite condition of the rezoning.

- 5.3 The development is providing 90 adaptable units, which exceeds the 20% minimum requirements of the Council-adopted Adaptable Housing policy. A total of 39 accessible parking stalls, inclusive of 13 van accessible parking stalls, will be provided in the underground parking area.
- 5.4 Any necessary easements, covenants and statutory rights-of-way for the site are to be provided, including, but not necessarily limited to:
 - a Section 219 Covenant restricting enclosure of balconies;
 - a Section 219 Covenant ensuring compliance with the approved acoustical study;
 - a Section 219 Covenant guaranteeing the provision and ongoing maintenance of public art;
 - a Density Allocation Covenant ensuring that the density of the subject development site and the associated development site at 5977 Wilson Avenue comply with the approved CD Zoning for the respective sites;
 - a Green Building Covenant, which includes a green building report, an energy modelling report, and provisions for energy benchmarking, as outlined in the City's adopted Green Building Policy; and,
 - a statutory right-of-way across the western and northern frontages of the site from the property line to the back of the sidewalk, to provide for public access.
- 5.5 The registration of a Housing Covenant and a Housing Agreement will be required to protect and regulate affordability measures of the affordable rental units. The terms of the Housing Agreement are to be established prior to Third Reading of the Rezoning Bylaw. A separate report detailing the terms of the Housing Agreement will be forwarded to Council for consideration and approval prior to the subject amendment bylaw receiving Third Reading. Council consideration and approval of a Housing Agreement Bylaw will be required as a condition of rezoning Final Adoption.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 11

- 5.6 A communications strategy that provides all building residents with an understanding of the available building facilities is required.
- 5.7 A Tenant Assistance Plan for tenants affected by redevelopment of the associated 5977 Wilson Avenue site has been submitted, in line with Council's adopted policy.
- 5.8 Due to the proximity of the subject site to Willingdon Avenue and Kingsway, the applicant is required to provide a twenty-four hour statistical analysis report showing that the proposed development would meet the Council-adopted noise criteria.
- 5.9 Provision of a car wash stall, bike parking and a bike repair station are required for the residential development.
- 5.10 As the site will be fully excavated for development, a tree survey will be required identifying trees to be removed from the site. The applicant will be required to obtain a tree removal permit for all trees over 20 cm (8 inches) in diameter. A detailed landscape and tree planting plan has been provided as part of the suitable plan of development to replace existing trees to be removed from the site.
- 5.11 Given the site's size, stormwater management best practices in line with established guidelines is required.
- 5.12 Compliance with the City's Groundwater Management for Multi-Family Developments is required.
- 5.13 The Engineering Environmental Services Division will need to review a submission of a detailed plan of an engineered Sediment Control System prior to Final Adoption.
- 5.14 The submission of a suitable Solid Waste and Recycling Plan to the approval of the Director Engineering is required.
- 5.15 The submission of a detailed residential loading management plan to the approval of the Director Engineering is required.
- 5.16 Development Cost Charges applicable to this rezoning include:
 - the Parkland Acquisition Charge;
 - the GVS&DD Sewerage Development Charge;
 - the School Site Acquisition Charge; and,
 - the Regional Transportation Development Cost Charge.

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 12

6.0 DEVELOPMENT PROPOSAL

6.1 Gross Site Area - 1,726.5 m² (18,584 sq. ft.)

5994, 5986, 5970 Kathleen Avenue - 1,418.5 m² (15,269 sq. ft.)

Portion of Kathleen Avenue to be - 308 m² (3,315 sq. ft.)

Purchased from the City (subject to
 detailed civil design)

6.2 Site Coverage - 39%

6.3 Density (FAR and GFA)

Market Density

RM5s FAR - 5.0 FAR (inclusive of 1.6 FAR amenity
 bonus)

Density Offset for Affordable
 Housing - 1.1 FAR

Transferred Supplementary RM5s
 District Density from 5977 Wilson
 Avenue - 2.04 FAR (inclusive of 1.02 FAR amenity
 bonus)

Total Market FAR - 8.14 FAR (inclusive of 2.62 FAR amenity
 bonus)

RM5s Floor Area - 8,632.6 m² (92,921 sq. ft.)

Density Offset for Affordable
 Housing - 1,899.2 m² (20,443 sq. ft.)

Transferred Supplementary RM5s
 District Density from 5977 Wilson
 Avenue - 3,516.6 m² (37,852 sq. ft.)

Total Market Floor Area - 14,048.3 m² (151,215 sq. ft.)

Affordable Rental Density

RM5r FAR - 1.0 FAR

Transferred RM5r Density from 5977
 Wilson Avenue - 2.53 FAR

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 13

Total Affordable Rental FAR	- 3.53 FAR
RM5r Floor Area	- 1,726.5 m ² (18,584 sq. ft.)
Transferred RM5r Density from 5977 Wilson Avenue Floor Area	- 4,378.2 m ² (47,127 sq. ft.)
Total Affordable Rental Floor Area	- 6,104.8 m ² (65,711 sq. ft.)
TOTAL FAR	- 11.67 FAR
TOTAL GFA	- 20,153.1 m ² (216,926 sq. ft.)

6.4 Residential Unit Mix

Market Rental

63 – Studio units	- 32.5 – 43.9 m ² (350 sq. ft. – 473 sq. ft.)
20 – Adaptable Studio units	- 38.4 m ² (413 sq. ft.)
84 – One bedroom units	- 50 m ² – 52.8 m ² (539 sq. ft. – 568 sq. ft.)
21 – Adaptable One bedroom units	- 50.3 m ² (542 sq. ft.)
21 – Adaptable Two bedroom units	- 78 m ² (840 sq. ft.)
<u>21 – Two bedroom + den units</u>	- 85.5 m ² (920 sq. ft.)

230 Total Market Units

Affordable Rental

21 – Studio units	- 32.5 – 43.9 m ² (350 sq. ft. – 473 sq. ft.)
10 – Adaptable Studio units	- 38.4 m ² (413 sq. ft.)
28 – One bedroom units	- 50 m ² – 52.8 m ² (539 sq. ft. – 568 sq. ft.)
9 – Adaptable One bedroom units	- 50.3 m ² (542 sq. ft.)
9 – Adaptable Two bedroom units	- 78 m ² (840 sq. ft.)
9 – Two bedroom + den units	- 85.5 m ² (920 sq. ft.)
<u>8 – Three bedroom units</u>	- 84.9 m ² (914 sq. ft.)

94 Total Affordable Units

324 Total Units

6.5 <u>Building Height</u>	- 34 storeys
	- 104.6 m (343 ft.)

To: City Manager
 From: Director Planning and Building
 Re: REZONING REFERENCE #19-42
 2020 May 20.....Page 14

6.6 Vehicle Parking

Total Required & Provided:

324 units @ 0.58 spaces per unit (inclusive of 0.1 visitor spaces/unit)	- 187 spaces (including 39 accessible parking stalls and 33 visitors' parking)
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6.7 Bicycle Parking

Total Required and Provided:

324 units @ 2.1 spaces per units (inclusive of 0.1 visitor spaces/unit)	- 681 spaces (including 402 lockers, 246 racks, and 33 visitor spaces in racks)
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6.8 Loading and Car Wash

Residential Loading Provided	- 2 spaces
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Car Wash Stall Provided	- 1 space
-------------------------	-----------

6.9 Communal Facilities

Primary communal facilities for the development are located over levels one, two, thirty-three, and thirty-four. Level one includes an amenity lobby and lounge, mail and parcel room, rental office. Level two, includes a fitness centre and yoga room. Level thirty-three includes a games room, kitchen and dining areas, meeting space, co-working space, and multiple lounge areas. Finally, level thirty-four includes a spacious outdoor patio complete with garden boxes, cooking facilities and seating areas. The amenity area amounts to 903 m² (9,718 sq. ft.), which is less than the permitted 5% exemption (1,007.7 m² or 10,846 sq. ft.) from Gross Floor Area permitted under the Zoning Bylaw.


 E. W. Kozick, Director
 PLANNING AND BUILDING

MN:tn

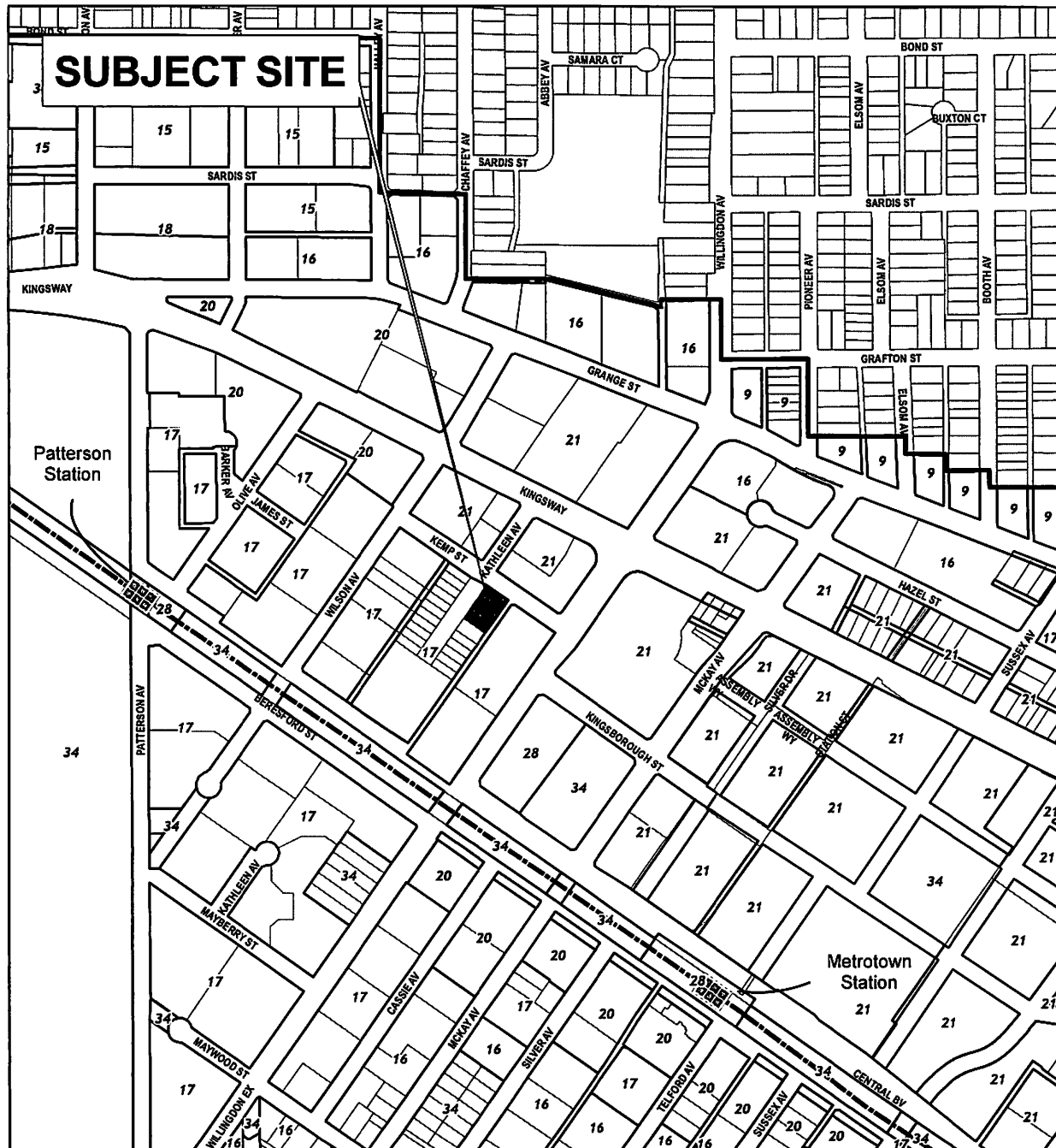
Attachments

cc: Director Public Safety and Community Services
 City Solicitor
 City Clerk



City-Owned Property

Sketch #1



- 9** Medium Density Residential (RM3s)
- 15** High Density Residential (RM5)
- 16** High Density Residential (RM4s)
- 17** High Density Residential (RM5s)
- 18** High Density Mixed Use (RM4s/C2)
- 19** High Density Mixed Use (RM4s/C3)

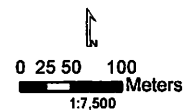
- 20** High Density Mixed Use (RM5s/C2)
- 21** High Density Mixed Use (RM5s/C3)
- 28** Institutional
- 30** Public School (P3)
- 34** Park and Public Use (P3)



Planning and Building Dept

Printed on April 1, 2020

Metrotown Plan



Sketch #2

CITY OF BURNABY**BYLAW NO. 14158**

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 \$33,786,267.33 at the 26th day of April 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	<u>\$13,414,915.82</u>
	\$111,872,267.33
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
	<u>\$ (78,086,000.00)</u>
Uncommitted balance	\$33,786,267.33

AND WHEREAS it is deemed desirable to expend \$680,000 to finance the 2020 May 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. 20, 2020.**
2. The sum of \$680,000 is hereby appropriated from the said Reserve Fund to be expended for the said works.
3. Should any of the said sum of \$680,000 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

CITY OF BURNABY**BYLAW NO. 14159**

A BYLAW to authorize the construction of certain
local area service works

WHEREAS Council proposes to construct the local area service works hereinafter described on its own initiative;

AND WHEREAS notice was provided to the owners of parcels that would be subject to local service taxes for such works;

AND WHEREAS the City Clerk has certified that insufficient petitions have been received against the proposed works;

AND WHEREAS it is expedient to authorize the said works to proceed in the manner hereinafter provided;

AND WHEREAS the lifetime of the said works is twenty years;

AND WHEREAS the estimated cost of the said works is \$2,321,000.00;

AND WHEREAS the share or portion of the cost of the said works that should be borne by the parcels of land that abut or are deemed to abut on the said works is \$55,936.10 (present value);

AND WHEREAS the City's share or proportion of the cost of the said works is \$2,265,063.90;

AND WHEREAS the special charges should be made payable as parcel taxes in fifteen annual installments;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY LOCAL AREA SERVICE CONSTRUCTION (PROJECT NO. 20-101) BYLAW NO. 2, 2020.**
2. The Council of the City of Burnaby is hereby authorized and empowered to construct as a local area service under the provisions of Division 5, Part 7 of the *Community Charter* all necessary works for the purpose of street upgrades including road paving, curb and gutter, sidewalks, boulevard and street trees on Phillips Avenue, from Winston Street south to end of cul-de-sac.
3. The Clerk is authorized and empowered to cause a contract for the construction of the said works to be made and entered into with some person or persons, firm or corporation, subject to the approval of Council to be declared by resolution.
4. The special charges shall be paid by fifteen annual installments.
5. The Assessor shall forthwith prepare a parcel tax roll in respect of the said works pursuant to section 202 of the *Community Charter* based upon the taxable frontage of each parcel and in accordance with the provisions of Burnaby Local Improvement Charges Bylaw 1985. For the purposes of this Bylaw, the taxable frontage of a parcel shall mean the actual distance that it abuts on the work or highway, subject to the rules set out in section 4 of the Burnaby Local Improvement Charges Bylaw 1985.

Bylaw No. 14159
Page 3

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 this	day of	2020

MAYOR

CLERK

CITY OF BURNABY**BYLAW NO. 14160**

A BYLAW to authorize the construction of certain
local area service works

WHEREAS Council proposes to construct the local area service works hereinafter described on its own initiative;

AND WHEREAS notice was provided to the owners of parcels that would be subject to local service taxes for such works;

AND WHEREAS the City Clerk has certified that insufficient petitions have been received against the proposed works;

AND WHEREAS it is expedient to authorize the said works to proceed in the manner hereinafter provided;

AND WHEREAS the lifetime of the said works is twenty years;

AND WHEREAS the estimated cost of the said works is \$95,000.00;

AND WHEREAS the share or portion of the cost of the said works that should be borne by the parcels of land that abut or are deemed to abut on the said works is \$4,037.50 (present value);

AND WHEREAS the City's share or proportion of the cost of the said works is \$90,962.50;

AND WHEREAS the special charges should be made payable as parcel taxes in ten annual installments;

NOW THEREFORE the Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY LOCAL AREA SERVICE CONSTRUCTION (PROJECT NO. 20-401) BYLAW NO. 3, 2020.**
2. The Council of the City of Burnaby is hereby authorized and empowered to construct as a local area service under the provisions of Division 5, Part 7 of the *Community Charter* all necessary works for the purpose of installation of street lights on Phillips Avenue, from Winston Street to south of 4027 Phillips Avenue.
3. The Clerk is authorized and empowered to cause a contract for the construction of the said works to be made and entered into with some person or persons, firm or corporation, subject to the approval of Council to be declared by resolution.
4. The special charges shall be paid by ten annual installments.
5. The Assessor shall forthwith prepare a parcel tax roll in respect of the said works pursuant to section 202 of the *Community Charter* based upon the taxable frontage of each parcel and in accordance with the provisions of Burnaby Local Improvement Charges Bylaw 1985. For the purposes of this Bylaw, the taxable frontage of a parcel shall mean the actual distance that it abuts on the work or highway, subject to the rules set out in section 4 of Burnaby Local Improvement Charges Bylaw 1985.

Bylaw No. 14160
Page 3

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 this	day of	2020

MAYOR

CLERK

NEW BUSINESS

(Members can introduce new items of business)