

FINANCIAL MANAGEMENT COMMITTEE

TO: MAYOR AND COUNCILLORS

SUBJECT: ACC & DCC ANNUAL REPORT (2024)

RECOMMENDATION:

THAT the report titled “ACC & DCC Annual Report (2024)” dated June 3, 2025, of the Financial Management Committee meeting, be received for information.

REPORT

The Financial Management Committee, at its meeting held on June 3, 2025, received and adopted the attached report providing information regarding the Amenity Cost Charge (ACC) and Development Cost Charge (DCC) Programs as of December 31, 2024.

On behalf of the Financial Management
Committee,

Councillor S. Dhaliwal
Chair

Councillor A. Gu
Vice Chair

TO: FINANCIAL MANAGEMENT COMMITTEE (FMC)
FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER
SUBJECT: **ACC & DCC ANNUAL REPORT (2024)**
PURPOSE: To provide information regarding the Amenity Cost Charge (ACC) and Development Cost Charge (DCC) Programs as of December 31, 2024.

RECOMMENDATION

THAT the report titled “ACC & DCC Annual Report (2024)”, dated June 3, 2025, be received for information.

1.0 POLICY SECTION

This annual report is provided in accordance with the requirements established by the Local Government Act, specifically sections:

- 569 (Annual Development Cost Charges Report)
- 570.92 (Annual Amenity Cost Charges Report)

2.0 BACKGROUND

In accordance with the Local Government Act, local governments collecting development or amenity cost charges must prepare an annual report detailing key activity taking place over the preceding year. The report is required to be made available for public viewing by June 30th of each year, as well as be accessible for the following year.

3.0 GENERAL INFORMATION

3.1 Information Required for Report

The information required for inclusion in the ACC and DCC reports is specified by the Local Government Act. Reporting requirements for ACC's and DCC's differ slightly, with ACC reporting requiring further information on instances where an ACC charge was paid for through the provision, construction, alteration, expansion, or provision of land for, an applicable amenity asset. The DCC report does not require this specific information. The detailed information required is outlined in table 1 below.

Table 1: ACC and DCC Reporting Requirements

Reporting Requirement	ACC Program	DCC Program
Balance of reserve fund at start of year	x	x
Amount of cost charges received	x	x
Expenditures from the reserve fund	x	x
Balance of reserve fund at end of year	x	x
Any waivers or reductions issued	x	x
Any partial payments made by providing, constructing, altering, expanding, or provision of land for an applicable asset	x	N/A

Note: the Province retains the power to impose other reporting requirements for financial tools through regulations.

3.2 Focus on Development Financing

The City's ACC and DCC programs outline, for each project that makes up a part of the total program, the amount that is to be funded by developers versus the City's contribution. For the purposes of reporting, it is important to note that all figures reported pertain to the developer-funded portions of the programs only. For instance, the cost charges received represent the amounts paid through ACC's or DCC's imposed upon a development, they do not include the City's contribution to the ACC or DCC programs. Similarly, the expenditures reported do not represent the total cost of an ACC or DCC projects. Instead, they pertain only to costs incurred that have been funded through developer contributions.

3.3 Inclusion of Historical DCC Programs

Prior to the adoption of a comprehensive DCC Program in 2024, the City's DCC program was limited to a handful of DCC programs:

- Parkland Acquisition
- Area-specific DCC Programs
 - Public Open Space Levy in Metrotown
 - Metrotown Grade-Separated Pedestrian Linkage
 - Edmonds Town Centre South Grade-Separated Crossing Charge

While the parkland acquisition DCC program has been expanded to incorporate parkland improvements and continues to be collected, the remaining area-specific DCC programs have been discontinued. DCC fees are no longer collected for these programs. Looking forward, staff will use the area-specific DCC funds amassed as approved by the Inspector of Municipalities and will seek opportunities to apply them during the upcoming 2026 - 2030 Financial Plan process. These items will be included in the DCC report.

4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT

As the report is required to be made available to the public for at least one year following June 30th, staff will post a copy of the report to the City of Burnaby website along with all other information pertaining to the City's ACC's and DCC's.

5.0 FINANCIAL CONSIDERATIONS

Staff will continue to monitor ACC and DCC revenues received through development to establish when sufficient funds will be available for program projects to proceed. Updates on the ACC and DCC Reserve Funds will be provided to Council at a future date in preparation for the 2026 - 2030 Financial Plan process.

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

ATTACHMENTS

Attachment 1 – Amenity Cost Charges Annual Report

Attachment 2 – Development Cost Charge Annual Report

REPORT CONTRIBUTORS

This report was prepared by Geoffrey Mooney, Finance Functional Lead, and reviewed by Wilson Kwan, Director Budgets and Reporting and Ratan Grewal, Deputy General Manager Finance.