

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the January 8, 2019, Regular Committee of Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Committee of Council Meetings

Recommendation:

That the minutes of the following Committee of Council Meetings be adopted:

- *November 13, 2018, Special Committee of Council Meeting*
- *November 20, 2018, Special Committee of Council Meeting*
- *December 4, 2018, Special Committee of Council Meeting*
- *December 11, 2018, Special Committee of Council Meeting.*

4. REPORTS

4.1 Zoning Bylaw Amendment for 1611 Manning Avenue

Recommendation:

That Committee of Council recommend to Council that:

1. *The zoning of 1611 Manning Avenue be amended from RD (Residential Duplex) to RS4 (Residential Single Dwelling 4); and*
2. *Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:*
 - a. *Completion of design and submission of fees and securities for off-site works and services.*

4.2 Letter of Concurrence for Monopole - 2842 Burns Road

Recommendation:

That Committee of Council advise the applicant:

1. *That Committee is not prepared to recommend that Council provide a letter of land use concurrence for a proposed 40-metre monopole at 2842 Burns Road at this time; and*
2. *That Committee would be prepared to recommend that Council provide a letter of land use concurrence, if the proposed site ceased to provide unauthorized commercial vehicle storage and the monopole and associated equipment is located within the farm home plate.*

4.3 Development Permit No. DP000334 for 2331 and 2341 Mary Hill Road

Recommendation:

That Committee of Council approve Development Permit DP000334 to regulate an apartment development at 2331 and 2341 Mary Hill Road.

4.4 2019 Draft Utility Rates

Recommendation:

That Committee of Council direct staff to:

- 1. Prepare the 2019 utility rate bylaws based on the draft budget as presented in the January 8, 2019, staff report, "2019 Draft Utility Rates", and*
- 2. Prepare a policy governing the use of the rate stabilization reserves based on the guidelines outlined in the January 8, 2019, staff report, "2019 Draft Utility Rates".*

4.5 2019 Late Budget Request - Event Society Funding

Recommendation:

That Committee direct staff to include the late budget request for Event Society Funding as a decision package for 2019 budget deliberations.

5. COUNCILLOR'S UPDATE

6. MAYOR'S UPDATE

7. CAO UPDATE

8. NEW BUSINESS

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Recommendation:

That the January 8, 2019, Regular Committee of Council Meeting be adjourned.

Present:

Chair – Mayor West
Councillor Darling
Councillor Dupont
Councillor Penner
Councillor Pollock
Councillor Washington (arrived at 2:18 p.m.)

Absent:

Councillor McCurrach

1. CALL TO ORDER

The meeting was called to order at 2:15 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved - Seconded:

That the November 13, 2018, Special Committee of Council Meeting Agenda be adopted as circulated.

Carried

3. RESOLUTION TO CLOSE

3.1 Resolution to Close the November 13, 2018, Special Committee of Council Meeting to the Public

Moved - Seconded:

That the Special Committee of Council Meeting of November 13, 2018, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 3.1

e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

g) litigation or potential litigation affecting the municipality.

Carried

Councillor Washington arrived at 2:18 p.m.

4. MOTION TO RECONVENE

4.1 Motion to Reconvene

Moved - Seconded:

That the Special Committee of Council meeting of November 13, 2018, reconvene at 2:24 p.m.

Carried

5. REPORTS

5.1 Major Road Network Expansion - Kingsway Avenue

Committee discussed the Major Road Network Expansion on Kingsway Avenue.

5.2 Community Recreation Centre Project Facility Name for Exterior Signage

Moved - Seconded:

That the new facility be named the "Port Coquitlam Community Centre".

Carried

Opposed: Councillor Pollock

5.3 Rezoning Application RZ000142 – 3243/3245 Fox Street Extension

Moved - Seconded:

That Committee of Council recommend to Council that the date of expiry for adoption of Zoning Amendment Bylaw No. 4030 be extended to October 24, 2019.

Carried

5.4 Development Permit DP000350 – 1607 Manning Avenue

Moved - Seconded:

That Committee of Council recommend that Council approve Development Permit DP000350 to regulate a duplex development at 1607 Manning Avenue.

Carried

5.5 Development Variance Permit – 3590 Inverness Street

Moved - Seconded:

That Committee of Council:

- 1) *Pursuant to s. 498 of the Local Government Act, authorize staff to provide notice of an application to vary the regulations of the Zoning Bylaw to facilitate subdivision and road dedication at 3590 Inverness Street, and*
- 2) *Advise Council it supports approval of Development Variance Permit DVP00055.*

Carried

Councillor Pollock left at 3:07 p.m. and returned at 3:08 p.m.

6. COUNCILLORS UPDATE

None.

7. MAYOR'S UPDATE

Mayor West gave an update on city initiatives.

8. CAO UPDATE

None.

9. NEW BUSINESS

None.

10. ADJOURNMENT**10.1 Adjournment of the Meeting**

Moved - Seconded:

That the November 13, 2018, Special Committee of Council Meeting be adjourned at 3:12 p.m.

Carried

Certified Correct,

Mayor

Corporate Officer

Present:

Chair – Mayor West
Councillor Darling
Councillor Dupont
Councillor Penner
Councillor Pollock
Councillor Washington

Absent:

Councillor McCurrach

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved - Seconded:

That the November 20, 2018, Special Committee of Council Meeting Agenda be adopted as circulated.

Carried

3. RESOLUTION TO CLOSE

3.1 Resolution to Close the November 20, 2018, Special Committee of Council Meeting to the Public

Moved - Seconded:

That the Special Committee of Council Meeting of November 20, 2018, be closed to the public pursuant to the following subsection(s) of Section 90 of the Community Charter:

Item 4.1

(1) g) litigation or potential litigation affecting the municipality;

i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

(2) b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

Item 4.2

(1) g) litigation or potential litigation affecting the municipality.

Carried

4. MOTION TO RECONVENE

4.1 Motion

Moved - Seconded:

That the Special Committee of Council meeting reconvene at 4:30 p.m.

Carried

5. REPORTS

5.1 September Community Recreation Complex Project Update

Staff provided an update and answered questions from Council.

5.2 Public Works Special Capital Reserve

Moved - Seconded:

That the 2018-2022 Financial Plan be amended to include a transfer of the balance of funds in the Public Works Special Reserve to the Community Recreation Complex reserve account and to include use of the transferred balance to fund the Community Recreation Complex capital project.

Carried

6. COUNCILLOR'S UPDATE

Council provided updates on City business.

7. MAYOR'S UPDATE

Mayor West provided an update on City business.

8. CAO UPDATE

None.

9. ADJOURNMENT

9.1 Adjournment of the Meeting

Moved - Seconded:

That the November 20, 2018, Special Committee of Council Meeting be adjourned at 4:55 p.m.

Carried

Certified Correct,

Mayor

Corporate Officer

Present:

Chair – Mayor West
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
Councillor Washington

Absent:

Councillor Darling

1. CALL TO ORDER

The meeting was called to order at 2:51 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved - Seconded:

That the December 4, 2018, Special Committee of Council Meeting Agenda be adopted with the following changes:

- *That Items 4.5 and 4.6 be made time specific to 3:30 p.m.*

Carried

3. DELEGATIONS

3.1 Canadians for Safe Technology

The Canadians for Safe Technology presented to Committee.

4. REPORTS

4.1 Third Quarter Operating & Capital Variance Report

Staff presented the Third Quarter Operating & Capital Variance report to Committee.

4.2 Third Quarter Workplan Update

Staff provided an update on the Third Quarter Workplan.

4.3 Cannabis Retail Zoning & Policy

Moved - Seconded:

That Committee of Council recommend that Council:

1. *Give 1st and 2nd reading to the Zoning Bylaw Amendment Bylaw;*
2. *Give first three readings to amendments to the Development Procedures Bylaw, Fees and Charges Bylaw, Business Bylaw, Delegation of Powers Bylaw, and Notice of Enforcement Bylaw, as outlined in Attachments # 3, 4, 5, 6, and 7; and*
3. *Approve the Cannabis Establishment Policy prior to adoption of the bylaw amendments.*

Carried

Motion to Recess at 4:12 p.m.

Motion to Reconvene at 4:18 p.m.

4.4 Off-leash Dog Areas

Moved - Seconded:

That Committee direct staff to proceed with a shared (non-fenced) off-leash dog area 1-year pilot project at the following locations:

I. Skyline Park (between Western Drive and Eastern Drive)

II. Chelsea Park (North side, away from playground); and

That Committee authorize the addition of two part-time bylaw officers to work a 16-week period from May 21 to Sept 1, 2019, covering both evening and weekend shifts, at a total cost of \$35,000, and that the cost be included in the 2019 financial plan.

Carried

4.5 Development Permit No. DP000363 - 2356 Welcher Avenue

Moved - Seconded:

That Committee of Council approve Development Permit DP000363 to regulate an apartment development at 2356 Welcher Avenue.

Carried

4.6 Development Permit No. DP000336 - 2232-2244 Welcher Avenue

Moved - Seconded:

That the Committee of Council approve Development Permit DP000336 to regulate an apartment development at 2232-2244 Welcher Avenue.

Carried

5. COUNCILLOR'S UPDATE

Council provided updates on City business.

6. MAYOR'S UPDATE

No update

7. CAO UPDATE

No update

8. RESOLUTION TO CLOSE**8.1 Resolution to Close the December 4, 2018, Special Committee of Council Meeting to the Public**

Moved - Seconded:

That the Special Committee of Council Meeting of December 4, 2018, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 3.1

k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

Item 3.2

- g) *litigation or potential litigation affecting the municipality; and*
- k) *negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;*

Carried

Certified Correct,

Mayor

Corporate Officer

Present:

Chair – Mayor West
Councillor Darling
Councillor Dupont
Councillor McCurrach
Councillor Penner
Councillor Pollock
Councillor Washington

1. CALL TO ORDER

The meeting was called to order at 2:00 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved - Seconded:

That the December 11, 2018, Special Committee of Council Meeting Agenda be adopted as circulated.

Carried

3. RESOLUTION TO CLOSE

3.1 Resolution to Close the December 11, 2018, Special Committee of Council Meeting to the Public

Moved - Seconded:

That the Special Committee of Council Meeting of December 11, 2018, be closed to the public pursuant to the following subsection(s) of Section 90(1) of the Community Charter:

Item 4.1

e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

Item 4.2

a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

Item 4.3

e) the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality;

Carried

Motion to Reconvene

Moved - Seconded:

That the Special Committee of Council meeting of December 11, 2018, reconvene at 3:42 p.m.

Carried

4. REPORTS

4.1 2019 Heritage Society Funding Request

Moved - Seconded:

That Committee of Council approve the funding request of The Port Coquitlam Heritage Society for \$35,000 annually in 2019 and 2020, as outlined in the December 11, 2018, staff report, "2019 Heritage Society Funding Request".

Carried

4.2 Community Cultural Development Investment Grant Program – Fall Intake, 2018

Moved – Seconded:

That Committee of Council recommend that Council approve the following Community Cultural Development Investment Program grant applications for the following amounts:

Project and Festival Category

- *Foolish Operations Society - \$5,000*
- *Polonez Tri-City Polish Association - \$4,000*
- *Art Focus Artists' Association - \$2,000*
- *Tricities Iranian Mini Soccer Festival - \$2,500*

Development Category - Community Initiatives

- *Kim Dinh, Vietnamese Moon Festival - \$900*

And that the Polonez Tri-City Polish Association be fully funded by adding an additional \$1,000; and that the residual amount of \$1,190 be allocated to the Tricities Iranian Mini Soccer Festival.

Amendment

Moved – Seconded:

That the Tricities Iranian Mini Soccer Festival and the Art Focus Artists' Association split the remaining \$1,190 of unallocated funds.

Carried

Opposed: Councillor Darling

Amended Motion

That Committee of Council recommend that Council approve the following Community Cultural Development Investment Program grant applications for the following amounts:

Project and Festival Category

- *Foolish Operations Society - \$5,000*
- *Polonez Tri-City Polish Association - \$5,000*
- *Art Focus Artists' Association - \$2,595*
- *Tricities Iranian Mini Soccer Festival - \$3,095*

Development Category - Community Initiatives

- *Kim Dinh, Vietnamese Moon Festival - \$900*

Carried

4.3 Asset Management Update

Staff presented the Asset Management Update to Committee

5. COUNCILLOR'S UPDATE

Council provided updates on City business.

6. MAYOR'S UPDATE

Mayor West provided an update on City business.

7. CAO UPDATE

No update.

8. ADJOURNMENT

8.1 Adjournment of the Meeting

Moved - Seconded:

That the December 11, 2018, Special Committee of Council Meeting be adjourned at 4:16 p.m.

Carried

Certified Correct,

Mayor

Corporate Officer

Rezoning Application RZ000165 – 1611 Manning Avenue

RECOMMENDATIONS:

That Committee of Council recommend to Council that:

1. The zoning of 1611 Manning Avenue be amended from RD (Residential Duplex) to RS4 (Residential Single Dwelling 4); and
2. Prior to adoption of the amending bylaw, the following conditions be met to the satisfaction of the Director of Development Services:
 - a. Completion of design and submission of fees and securities for off-site works and services.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

This report provides for Committee's consideration of an application to rezone a small, duplex-zoned lot at 1611 Manning Avenue. The lot was formerly part of a two-lot site with a duplex that straddled the interior lot line; the duplex was recently demolished and the development of a new duplex has been approved for the lot to the east. Although a single detached residence is a permitted use in the current zone, the duplex zone does not permit secondary suites and the setbacks are more restrictive. If rezoned, the new home would be subject to compliance with the building and landscaping design guidelines that apply to the development of small lots.

BACKGROUND



Current OCP Land Designation

Current Zoning

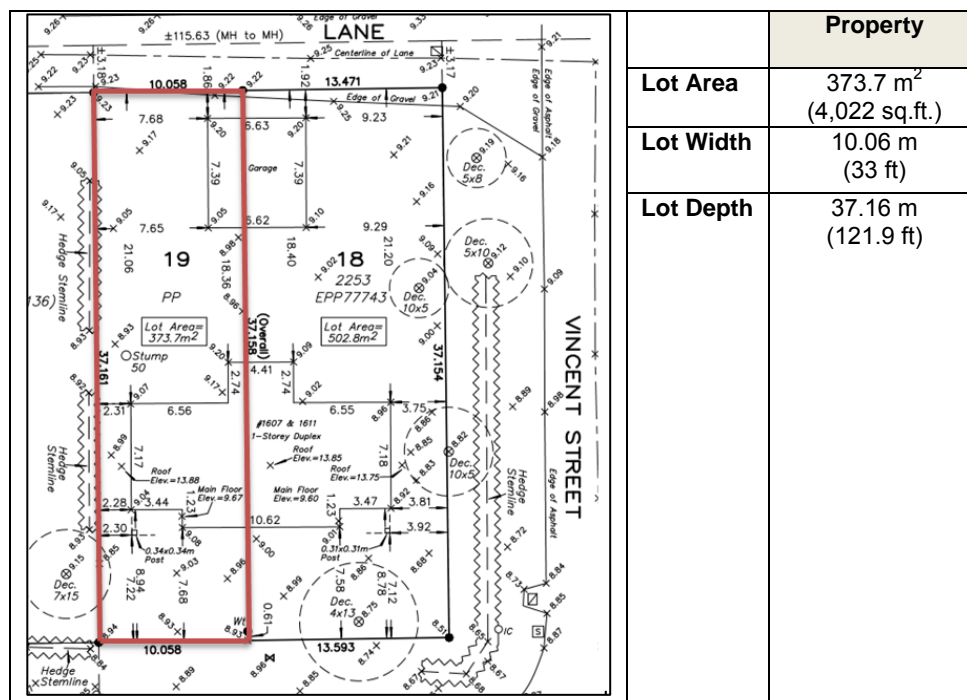
The subject property is a narrow, vacant lot (10m wide) located on the north side of Manning Avenue. The property is designated Small Lot Residential in the OCP and currently zoned Residential Duplex RD; the proposed zoning is Residential Detached RS4. While the RD zone allows for both duplexes and detached single residential uses, the siting regulations of this zone impose larger setbacks and limitations on lot coverage for a single residential use than would be

Rezoning Application RZ000165 – 1611 Manning Avenue

the case if the lot had a single residential zoning. The duplex zone also does not permit secondary suites or coach houses whereas these uses may be permitted in the RS4 zone.

The lot is now vacant following the demolition of an older two-story duplex which had straddled the lot line between the subject site and the larger, corner lot at 1607 Manning Avenue. Development Permit DP000350 was recently issued to regulate a new duplex to be constructed on this lot.

The area is developed with a mix of older and new single residential homes, many on 10m wide lots. There are no trees on the site and it is not within the floodplain. A site plan of the subject lot and summary of dimensions is provided below:



Topographic Site Plan of 1611 Manning Avenue (outlined in red)

DISCUSSION

The applicants wish to develop the property with a new home that would comply with the regulations of the RS4 zone. Lots within this zone are designated as a development permit area to ensure a high quality of design, street-front orientation, and landscaping is achieved on small lot developments.

As a condition of rezoning, it is recommended that this development be required to provide off-site upgrades to meet the standards of the Subdivision Servicing Bylaw including reconstruction of Manning Avenue (½ road plus one meter) and the lane behind the property (to be paved with storm drainage), curb and gutter, sidewalk, street lighting and street tree. Connection upgrades

Rezoning Application RZ000165 – 1611 Manning Avenue

(water, sanitary and storm) would also be required to service the lot. Submission of civil engineering design, fees and securities for off-site works and services is a recommended condition of approval prior to adoption of the amending bylaw.

The proposed rezoning is in keeping with the land use designation of the Official Community Plan. Staff recommend approval.

FINANCIAL IMPLICATIONS


None.

PUBLIC CONSULTATION

A development sign is posted on the property. To date, staff have not received any comments.

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Recommend to Council that the zoning of 1611 Manning Avenue be amended from RD (Duplex) to RS4 (Single Residential) and that off-site improvements be required as a condition of approval prior to adoption.
2	Request additional information or amendments to the application to address specified issues prior to making a decision on the application
3	Recommend to Council that the rezoning application be refused. A single residential home could still be built on the lot.

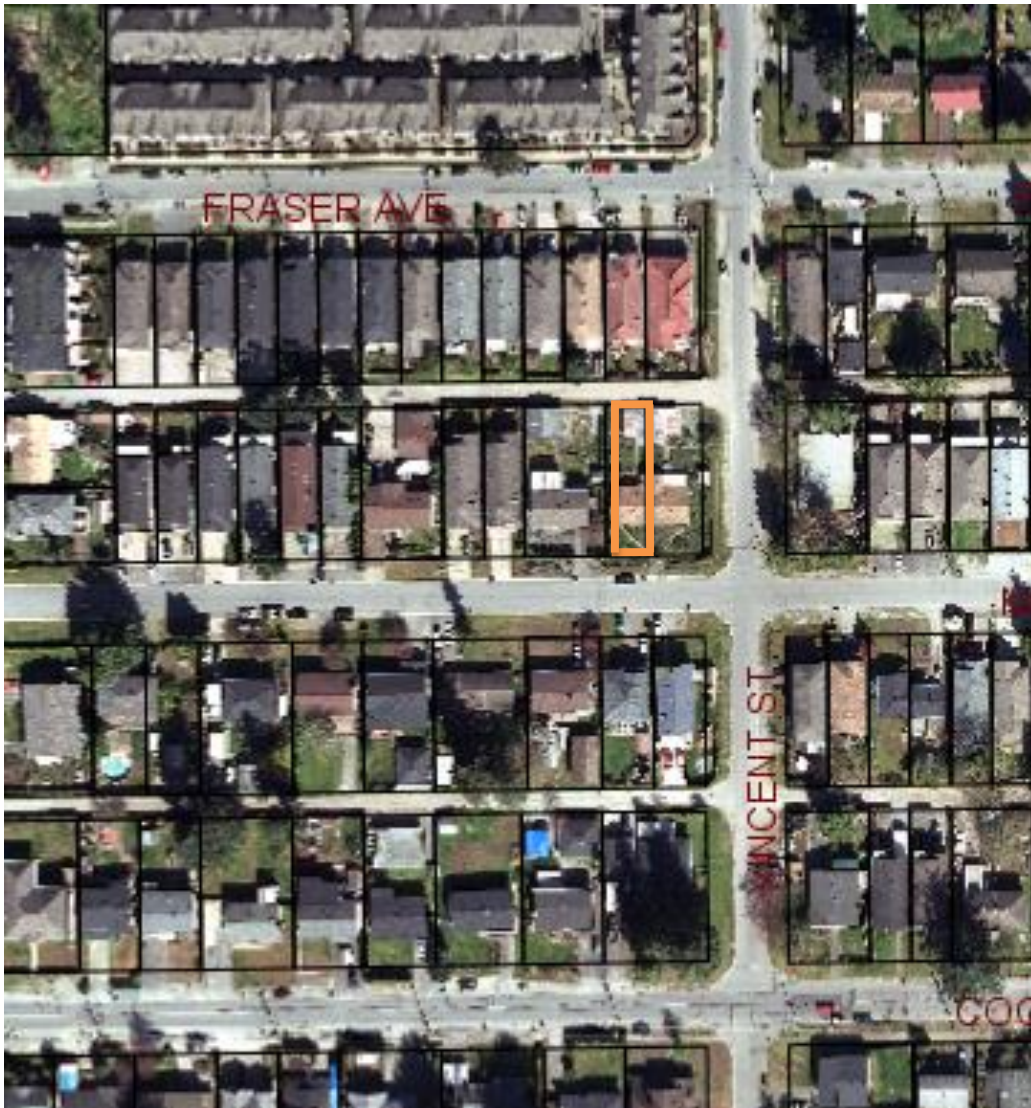
ATTACHMENT

Attachment #1: Location Map

**CITY OF PORT COQUITLAM
REZONING APPLICATION LOCATION**

PROJECT ADDRESS: 1611 Manning Avenue

FILE NO: RZ000165



Request for Letter of Concurrence for Monopole - 2842 Burns Road

RECOMMENDATION:

That Committee of Council advise the applicant:

1. That Committee is not prepared to recommend that Council provide a letter of land use concurrence for a proposed 40-metre monopole at 2842 Burns Road at this time; and
2. That Committee would be prepared to recommend that Council provide a letter of land use concurrence, if the proposed site ceased to provide unauthorized commercial vehicle storage and the monopole and associated equipment is located within the farm home plate.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

Rogers Communication Inc. has advised it wishes to improve wireless service by installing a 40-metre monopole on an agricultural property at 2842 Burns Road. In accordance with the federal default public consultation process, Cypress Land Services has requested that the City provide a letter of land use concurrence on behalf of Rogers to acknowledge its notification process. The applicant advises the required notification procedures were followed and that concerns raised by an adjacent resident have been addressed.

This report recommends Committee decline to support the requested letter of land use concurrence because the subject property includes an unauthorized land use, commercial vehicle storage, and the monopole is located outside the farm home plate, impacting agricultural lands.

BACKGROUND

Cypress Land Services Inc. is proposing to install a 40-metre monopole at 2842 Burns Road and is requesting a letter of land use concurrence acknowledging that the federal default consultation process has been undertaken to the City's satisfaction and the City concurs with the proposal. The legislation for this process sets out the following procedural requirements to be met by an applicant:

- providing written notification to the public, the land use authority and Industry Canada of the proposed antenna system installation or modification (i.e., public notification);
- engaging the public and the land use authority in order to address relevant questions, comments and concerns regarding the proposal (i.e., responding to the public); and
- providing an opportunity to the public and the land use authority to formally respond in writing to the proponent regarding measures taken to address reasonable and relevant concerns (i.e., public reply comment).

Request for Letter of Concurrence for Monopole - 2842 Burns Road

The proposed monopole would include nine panel antennas, three microwave dishes and a walk-in equipment cabinet within a 2.1-metre-high chain link fenced area that is 8.0 metres by 10.0 metres within the site's rear yard (approximately 110m from Burns Road). This structure and associated equipment as proposed would not be subject to zoning regulations (antennas are exempt) or building permit requirements (the cabinet is not a building); the fencing would comply with Zoning Bylaw regulations

2842 Burns Road is zoned and designated in the Official Community Plan for Agricultural uses and located within the Agricultural Land Reserve (ALR). The OCP supports use of ALR lands for agricultural uses by supporting farm operations, regulating farm home plates and discouraging non-farm uses.

The property is developed with a single-family dwelling, a detached garage and a large paved parking area which is being used for commercial storage of large vehicles. This commercial storage use is a non-farm use which contravenes the City's Zoning Bylaw as well as Provincial regulations for properties within the ALR. The property owners have been advised by both the City and the Agricultural Land Commission (ALC) that the use is not permitted and must be discontinued. The Zoning Bylaw also requires that a farm residence and all facilities accessory to the farm residence must be located within the farm home plate; the proposed monopole is located outside this area.

Cypress Land Services advises that it provided the required notification package to the four property owners located within a 120-metre radius of the site (three times the tower height). It also placed an advertisement in the Tri-City News classified section on June 29th, 2018. A summary of the public consultation and how it has been addressed within the required 60-day time period is attached to this report.

The applicant advises that the resident of the adjacent property was concerned about the proximity of the monopole to residential buildings and the potential impact on land values, personal health and safety and environmental impacts. In response to this concern, the proposed location of the pole was amended to be further away from the adjacent property.



DISCUSSION

The submission from the applicant indicates that federal requirements for notification of the proposed monopole have been met. However, it is recommended that the City decline to provide the requested letter of concurrence for the following reasons:

Request for Letter of Concurrence for Monopole - 2842 Burns Road

- (1) the commercial vehicle storage business is a non-farm use which contravenes both the Zoning Bylaw and ALR regulations and is not in keeping with OCP policies. While this is a separate matter, it should be resolved prior to the City indicating it would support any additional use of the property; and,
- (2) the monopole is proposed to be located outside the farm home plate. While the Zoning Bylaw does not specify that this regulation applies to monopoles, the intent of the farm home plate is to minimize the impact of buildings and structures on agricultural lands and the proposed siting does not conform to this intent.


FINANCIAL IMPLICATIONS

None.

PUBLIC CONSULTATION

The applicant advises that the default public consultation process for wireless telecommunications facilities set by the Innovation, Science and Economic Development Department has been followed as detailed in Attachment #1.

OPTIONS

#	Description
1 	Advise the applicant that Committee declines to recommend that Council send a letter of land use concurrence for the proposed monopole at 2842 Burns Road but if the proposed site ceases to provide unauthorized commercial vehicle storage and the monopole and associated equipment is located within the farm house plate, then Committee would be prepared to recommend to Council that Council provide the letter.
2	Request additional information prior to making a decision on the request for a letter of land use concurrence.
3	Recommend to Council that Council send a letter of land use concurrence for the proposed monopole.

ATTACHMENTS

Attachment #1: Public consultation summary



September 28, 2018

Email: muirgraeme@portcoquitlam.ca

Graeme Muir, M.P.I.
City of Port Coquitlam
Planning Analyst, Development Services
200-2564 Shaughnessy Street
Port Coquitlam, BC V3C 3G4

Dear Mr. Muir,

Subject: Request for Concurrence for a Rogers Wireless Communications Facility Proposal

ROGERS Site:	W4458
Proposed Location:	2842 Burns Road, Port Coquitlam, BC
Description:	40.0 metre monopole

Please be advised that Rogers c/o Cypress Land Services Inc. has completed the public consultation process, following Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada, Default Public Consultation Process. Rogers is respectfully requesting, from the City of Port Coquitlam Council, that concurrence be issued for the Rogers tower proposal in an effort to provide improved Rogers wireless communications services in the Port Coquitlam area. Enclosed please find evidence of the following efforts regarding this public consultation process.

On June 11, 2018, an information package was submitted to the City of Port Coquitlam formalizing the initiation of the consultation process (please see **Appendix 1: Information Package**).

On June 26, 2018, notification letters were sent to residents and other affected parties within a radius of three times the height of the proposed tower (120.0 metres). The notification letter was to advise residents of the proposed installation and to offer an opportunity to obtain additional information and provide comments (please see **Appendix 2: Affidavit of Notification**).

On June 29, 2018, a notice was placed in the Tri-City News (please see **Appendix 3: Newspaper Tear Sheet**).

On July 30, 2018 the consultation period ended. During the consultation period, Cypress Land Services received one (1) comment of concern regarding the location of the pole and health and safety concerns. Please note all Rogers installations are operated in full compliance with Health Canada standards (Safety Code 6). This is regulated through Health Canada's SC6. In response to the neighbours' concern regarding

the location, Rogers has agreed to move the monopole 60 feet south, further from the neighbour's property line and has received a letter of acceptance from the neighbour (please see **Appendix 4: Comments and Responses & Appendix 5: Revised Site Plan and Compound Layout**).

Rogers is committed to working with the community and staff to supply Rogers wireless services to the Port Coquitlam area. If Council concurs with the proposed wireless communications facility project, please find in **Appendix 6: Sample Resolution**, a sample resolution which may be used. Should you require any additional information, please do not hesitate to contact us 604-620-0877 or by e-mail at tawny@cypresslandservices.com.

Sincerely,

Tawny Verigin
Municipal Affairs Specialist

A handwritten signature in blue ink, reading "Tawny Verigin". The signature is fluid and cursive, with the first name "Tawny" and last name "Verigin" clearly distinguishable.

Cypress Land Services
Agents for Rogers

Appendix 1: Information Package



Cypress Land Services Inc.
Suite 1051 – 409 Granville Street
Vancouver, BC V6C 1T2

Telephone: 604.620.0877
Facsimile: 604.620.0876
Website : www.cypresslandservices.com

June 11, 2018

Via Email: muirgraeme@portcoquitlam.ca

Graeme Muir, M.Pl.
City of Port Coquitlam
Planning Analyst, Development Services
200-2564 Shaughnessy Street
Port Coquitlam, BC V3C 3G4

Dear Mr. Muir:

Subject: ROGERS Communications Inc. Telecommunications Facility Proposal
Information Package
PID: 002-998-581
Address: 2842 Burns Road, Port Coquitlam, BC
Coordinates: 49.264709° N, 122.726540° W
ROGERS Site: W4458 – Poco East

Overview

Cypress Land Services Inc., in our capacity as agents to ROGERS Communication Inc. ("ROGERS"), is submitting this information package to formalize the consultation process related to the installation and operation of a telecommunications facility.

ROGERS is proposing the installations in order to provide improved, dependable wireless data and voice communication services in east Port Coquitlam. This information package is intended to formalize the consultation process to the City of Port Coquitlam.

Proposed Site

ROGERS proposes to install a 40.0 metre monopole wireless communications facility at 2824 Burns Road in Port Coquitlam, BC. The facility is proposed to be located about 150 metres setback from Burns Road. (**Schedule A: Tower Location**).

Rationale for Site Selection

ROGERS seeks to maintain and improve high quality, dependable network services. In order to improve network performance, ROGERS is seeking to add the proposed communications installation to improve service within a few kilometers of the tower.

The proposed site is a result of many considerations. ROGERS reviewed co-location options on nearby structures and tower. There are no opportunities to use existing towers including the BC Hydro towers. As such, ROGERS is proposing to construct a new tower. The location was chosen to maximize improved wireless services to the area while minimizing visual impact to nearby homes to the west and northwest.

Proposal Details

ROGERS has completed preliminary design plans (**Schedule B: Preliminary Design Plans**). The design consists of a 40.0 metre monopole tower which includes nine (9) panel antennas on a boom pinwheel, three (3) microwave dishes and a walk in equipment cabinet (WIC) within a 2.1-metre-high chain link fenced, barbed wire top, compound area, occupying an area of 8.0 metres by 10.0 metres.

Consultation Process with the City of Port Coquitlam

It is our understanding that Port Coquitlam does not have a telecommunications policy to guide the public consultation process. As such, ROGERS will follow ISED's prescribed public consultation process. ROGERS will notify all property owners and occupants within three (3) times the height of the structure from the base of the monopole (approx. 120 metres radius) and place an advertisement in the local paper to gather community feedback as per ISED's public consultation requirements. All correspondence with community members will be shared with staff.

Health and Safety

Health Canada's Safety Code 6 regulations are applicable to this, and all, telecommunications sites. Safety Code 6 seeks to limit the public's exposure to radiofrequency electromagnetic fields and ensures public safety. Additional information on health and safety may be found on-line at:

Health Canada:

http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php

Concurrence Requirements

Subsequent to completion of the required public consultation process ROGERS will request concurrence for the proposed installation prior to construction.

Conclusion

Please consider this information package as the official commencement of consultation with the City. ROGERS is committed to working with the City and the community to provide improved wireless services.

We look forward to working together during this process. Please do not hesitate to contact us by phone at 604-620-0877 or by email at tawny@cypresslandservices.com.

Thank you in advance for your assistance and consideration.

Sincerely,

CYPRESS LAND SERVICES

Agents for ROGERS

A handwritten signature in blue ink, reading "Tawny Verigin". The signature is fluid and cursive, with a stylized "V" and "G".

Tawny Verigin

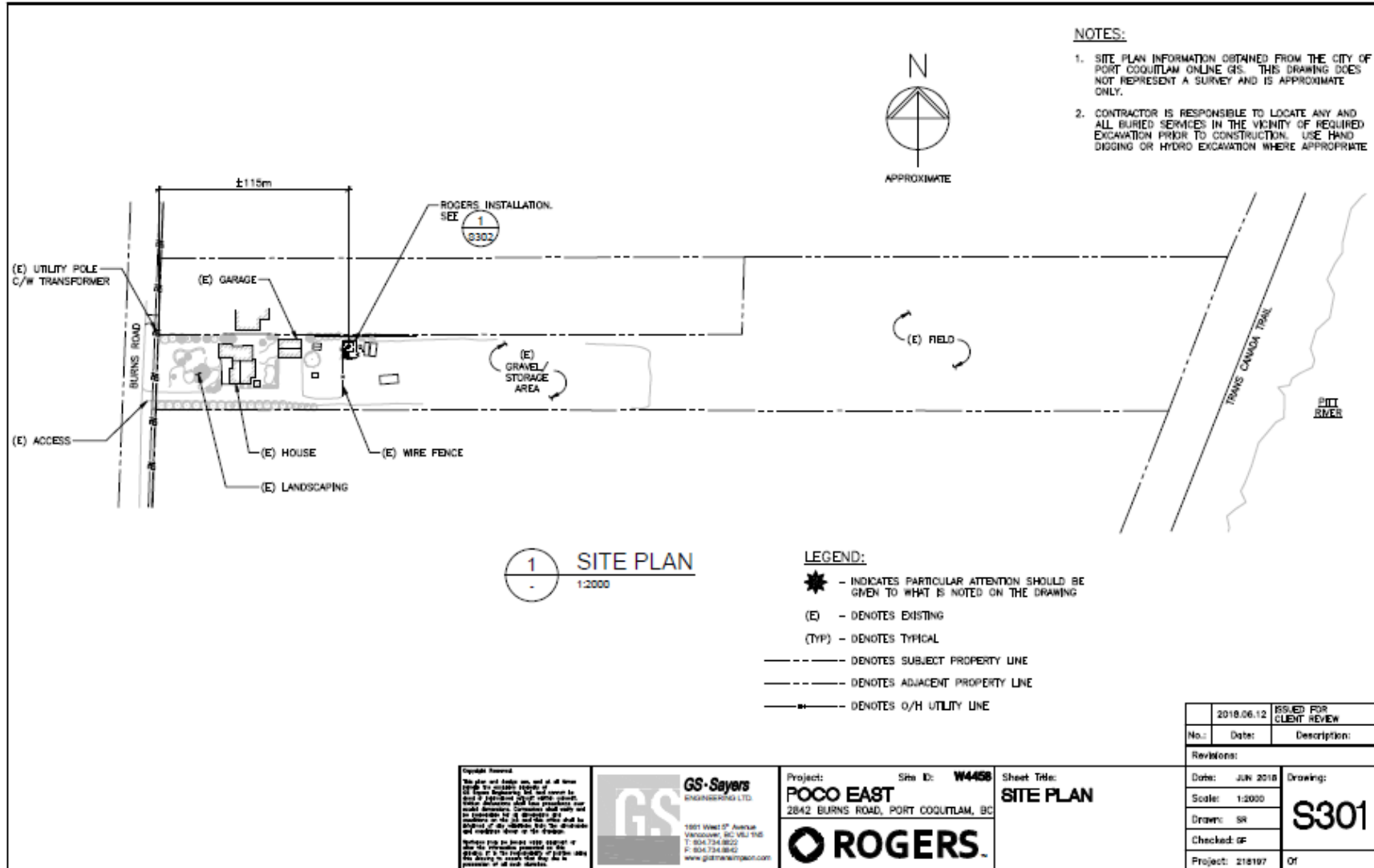
Municipal Affairs Specialist

cc: Samuel Sugita, Municipal Project Manager, ROGERS

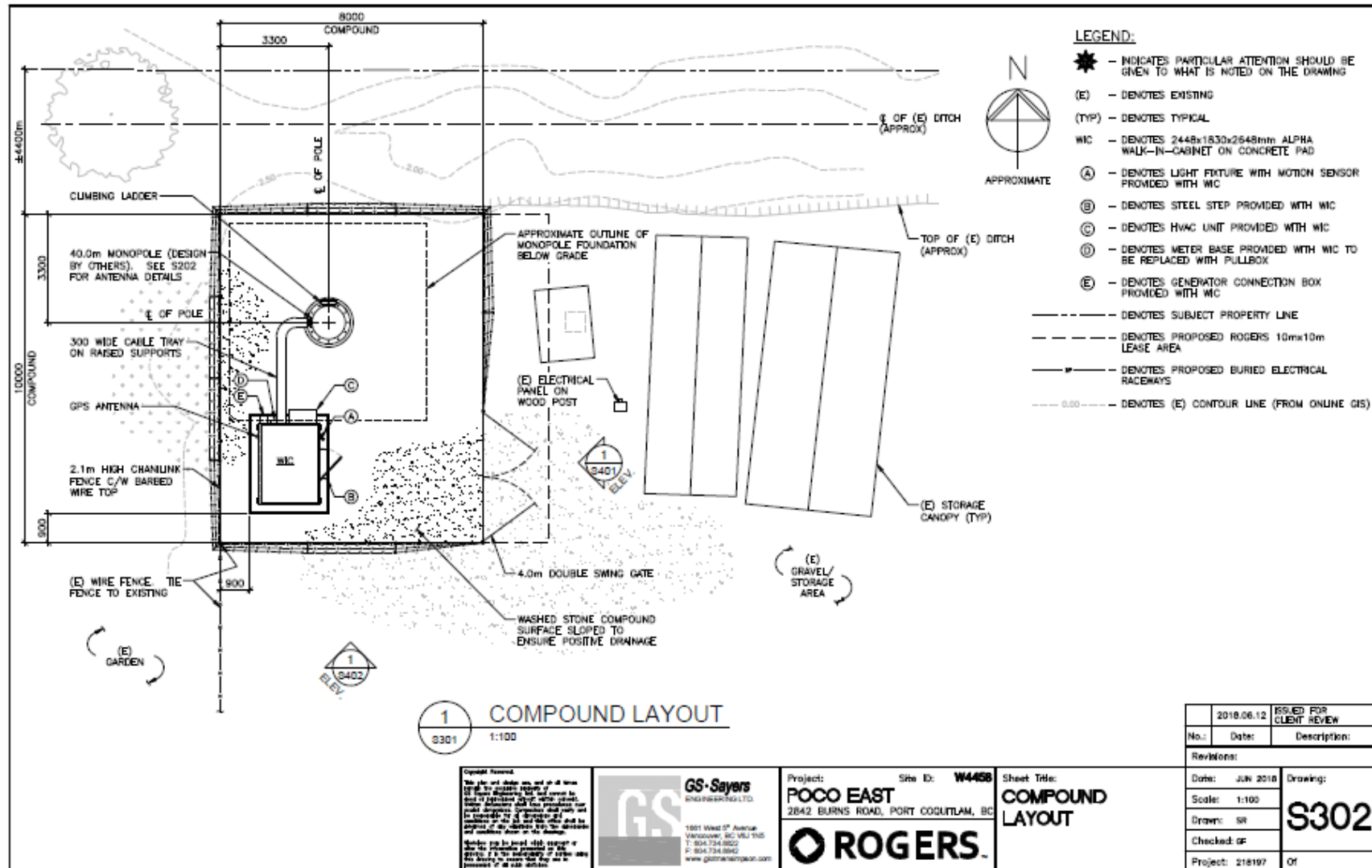
**SCHEDULE A
TOWER LOCATION**



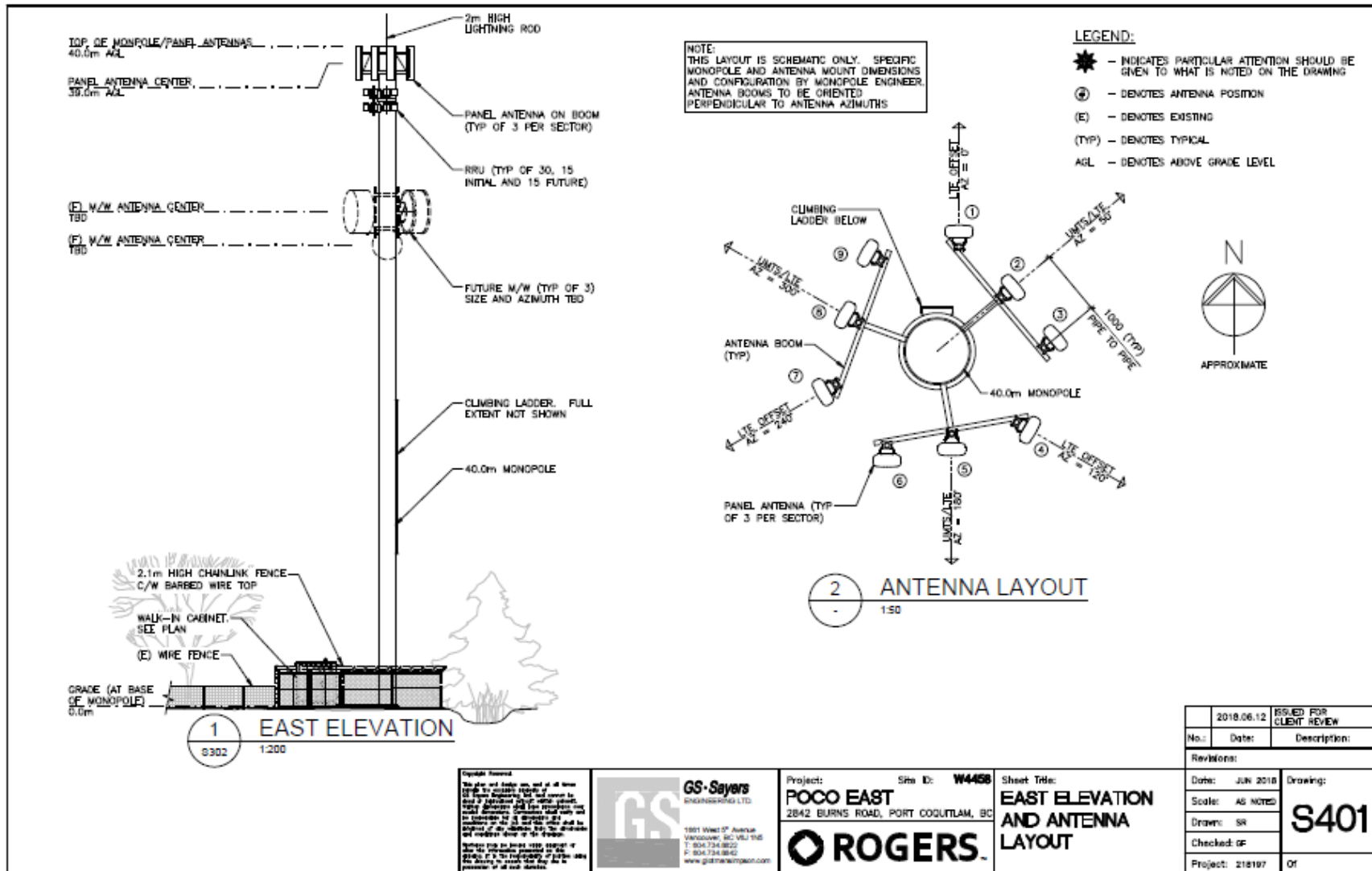
SCHEDULE B PRELIMINARY DESIGN PLANS – SITE PLAN



SCHEDULE B **PRELIMINARY DESIGN PLANS – COMPOUND LAYOUT**



SCHEDULE B PRELIMINARY DESIGN PLANS – EAST ELEVATION & ANTENNA LAYOUT




Appendix 2: Affidavit of Notification

Affidavit of Cypress Land Services

I, Tawny Verigin, Municipal Affairs Specialist, in the City of Vancouver in the Province of B.C., make an Oath and say:

1. THAT I caused to be sent by regular mail, a notification letter, as included in Appendix A, to property owners, occupants and other recipients, as listed in Appendix B, on June 26, 2018.



Tawny Verigin, Municipal Affairs Specialist
Cypress Land Services

Sworn/Affirmed/Declared before me at the City of Vancouver, in the Province of B.C., this 26th day of June 2018.



(Commissioner's Signature)

A Commissioner for Taking Affidavits for the Province of B.C.

Patrick Henry Grzelak
A Commissioner for Taking Affidavits
For British Columbia
Cypress Land Services Inc.
1051 - 409 Granville Street
Vancouver, BC V6C 1T2
Tel: 604-674-2808
Expires on: December 31, 2020

(Commissioner's stamp or printed name and expiry date)

Appendix A: Notification Letter



Public Consultation Package – Wireless Communications Site

Rogers Site: W4458 – Poco East

Location: 49.264709° N, 122.726540° W

Contact

Rogers Communications Inc.
c/o Cypress Land Services, Attn: Tawny Verigin
Agents to Rogers Communications Inc.
Suite 1051 - 409 Granville Street
Vancouver, BC V6C 1T2
Telephone: 1-855-301-1520
Fax: 604-620-0876
Email: publicconsultation@cypresslandservices.com

June 26, 2018



Suite 1051, 409 Granville Street, Vancouver, BC V6C 1T2
Phone: (604) 620-0877 Toll Free: (855) 301-1520 Fax: (604) 620-0876

Purpose of the Notice

This notification package is an invitation for the public to provide comments regarding a proposed wireless communication site to be located on an Agricultural zoned land in Port Coquitlam located at 2842 Burns Road (PID: 002-998-581), coordinates: N 49.264709°, W 122.726540°.

Introduction

Rogers Communications Inc. ("Rogers") strives to improve coverage and network quality to remain the leading wireless provider in Canada. Rogers has identified a suitable site in order to provide dependable wireless data and voice communication services to the generally within the following boundaries: North to Prairie Avenue, South to Dominion Avenue, West to Riverside drive and East to Pitt River.

Rogers is proposing a wireless installation which consists of a monopole tower. Once completed the antenna system will measure 40.0 metres in height. Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada, is responsible for the approval of this antenna system and requires Rogers to consult with the nearby public and local municipality. After reviewing this proposal, the City of Port Coquitlam will make its recommendation to ISED and Rogers.

The antenna system will be located here:



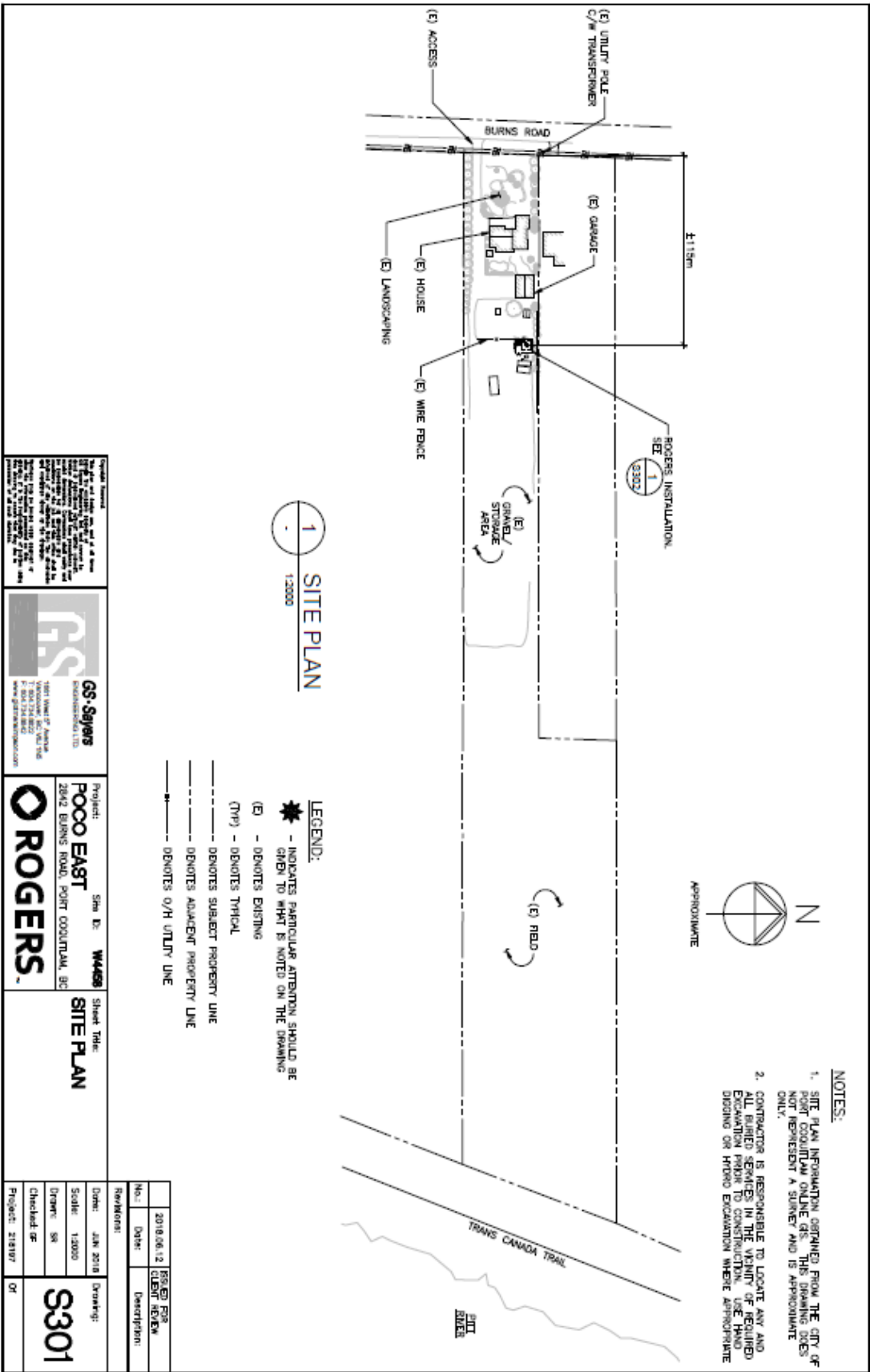
Network Requirements and Site Selection

Rogers seeks to provide high quality, dependable wireless communications services and continually upgrades its network to ensure a high level of wireless service. When a telecommunications carrier is determining a location for a new wireless installation it must consider a number of factors to ensure the new installation operates effectively and results in reliable wireless services for the immediate community. Some of the considerations include frequency of operation, local topography, patterns of wireless users, building heights, road patterns, availability of land and existing structures.

Rogers investigated the area for collocation options on nearby tower sites and unfortunately there are no nearby structures to utilize. Similarly, there are no buildings of adequate height to accommodate an antenna installation. Typically, when siting cell towers the use of agricultural zoned lands are preferred. In this instance, Rogers is able to utilize agricultural zoned lands. The ALC permits telecommunications installations on agricultural lands provided the installation uses less than 100 squared metres. In this instance Rogers is proposing 80 square metres.

Details of the Proposed Tower

Rogers has completed preliminary design plans and a photo-simulation. These preliminary design plans are subject to final engineered design, land survey and approval of Transport Canada. The Photo-Simulation is a close representation and is for conceptual purposes only. Applications to both Nav Canada and Transport Canada have been submitted; comments are pending.



CS-Sayers
1001 West 17th Avenue
V6H 2G6
Tel: 604.274.8882
www.sayersinc.com

POCO EAST
2042 BURNS ROAD, PORT COQUITLAM, BC
ROGERS

Project: **POCO EAST** Site ID: **W4458** Sheet Title: **SITE PLAN**

Date: JUN 2018 Drawing: **S301**

No.:	2018.06.12	ISSUED FOR CLIENT REVIEW
Date:		
Description:		
Drawn:	SR	
Checked:	SR	
Project:	218197	Or

PHOTO-SIMULATION

BEFORE



AFTER



View: Looking east from Burns Road.

Photo Simulation is a close representation and is for conceptual purposes only – not to scale.

Proposed design is subject to change based on final engineer plans

The tower will be marked in accordance with Transport Canada Obstruction Marking and NAV Canada requirements.

Health Canada's Safety Code 6 Compliance

Health Canada is responsible for research and investigation to determine and promulgate the health protection guidelines/limits for exposure to electromagnetic energy. Accordingly, Health Canada has developed a guideline entitled "Limits of Human Exposure to Radiofrequency Electromagnetic Field in the Frequency Range from 3kHz to 300 GHz – Safety Code 6". Canada's exposure limits are among the most stringent guidelines that are based on established effects.

ISED, under its authority, has adopted Safety Code 6 for the protection of the general public. As such, ISED requires all proponents and operators to ensure that their installations comply with the Safety Code 6 at all times.

Rogers attests that the radio antenna system described in this notification package will at all times comply with Health Canada's Safety Code 6 limits, as may be amended from time to time, for the protection of the general public including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

More information in the area of radiofrequency exposure and health is available at the following web site:

http://www.hc-sc.gc.ca/ewh-semt/pubs/radiation/radio_guide-lignes_direct-eng.php

Transport Canada's Aeronautical Obstruction Marking Requirements

Rogers attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. Rogers will make all necessary applications to Transport Canada and NAV Canada. Comments are pending.

For additional detailed information, please consult Transport Canada at:

<http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part6-standards-standard621-512.htm>

Canadian Environmental Assessment Act

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation, including the Canadian Environmental Assessment Act. Rogers attests the installation proposed will comply with the Environmental Assessment Act requirements.

Engineering Practices

Rogers attests that the radio antenna system described in this notification package will be constructed in compliance with the National Building Code of Canada and comply with good engineering practices including structural adequacy.

ISED's Spectrum Management

Please be advised that the approval of this site and its design is under the exclusive jurisdiction of the Government of Canada through ISED. For more information on ISED's

public consultation guidelines including CPC-2-0-03 contact
(<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf08777.html>) or the local ISED office at:

Lower Mainland Office
13401 – 108 Avenue, Suite 1700
Surrey BC V3T 5V6
Tel: 604-586-2521
Fax: 604-586-2528
Email: ic.spectrumsurrey-surreyspectre.ic@canada.ca
(By appointment only)

Contact Information - Rogers and Public Comment Submission

Rogers is committed to effective public consultation. The public is invited to provide comments to Rogers about this proposal by mail, electronic mail, phone or fax. Please send your comments to the address below by the close of business day on date July 30, 2018.

Rogers will respond to all reasonable and relevant concerns. The City will be taking into account comments from the public and the proponent's response to each when providing its position to the proponent and ISED.

Closing Date for Submission of Written Public Comments

ISED's rules contain requirements for timely response to your questions, comments or concerns. We will acknowledge receipt of your communication within **14 days** and will provide a formal response to the Municipality and those members of the public who communicated to Rogers, within **60 days**. The members of the public who communicated with Rogers will then have **21 days** to review and reply to Rogers a final response.

Proponent's Contact Information

Rogers c/o Cypress Land Services, Attn: Tawny Verigin
Agents to Rogers
Suite 1051, 409 Granville Street
Vancouver, BC V6C 1T2
Tel: 604-620-0877
Fax: 604-620-0876
Email: publicconsultation@cypresslandservices.com

Contact Information – Local Gov't
Graeme Muir, MPI | City of Port Coquitlam
Planning Analyst, Development Services
200-2564 Shaughnessy Street
Port Coquitlam, BC V3C 3G4
Tel: 604.927.5249
Email: muirgraeme@portcoquitlam.ca

Public Comment Record
Rogers Proposed Wireless Communications Installation
W4458 – Poco East

Name: _____

Address: _____

Telephone: _____

E-mail: _____

Comments

To be considered part of this consultation, comments must be received by close of business day on July 30, 2018. Please forward your comments to:

Rogers Communications Inc.
c/o Cypress Land Services
Suite 1051 - 409 Granville Street
Vancouver, BC V6C 1T2
Email: publicconsultation@cypresslandservices.com
Fax: 604-620-0876

** Comments received shall form part of ISED's Public Consultation Process under the Spectrum Management and Telecommunications Client Procedures Circular CPC-2-0-03, Issue 5, and will be made public as part of a report issued to the City of Port Coquitlam and ISED.*

Appendix B: List of Property Owners, Occupants and Other Recipients

RANJIT K SOMAL/NIRMAL S SOMAL
2842 BURNS RD
PORT COQUITLAM BC V3E 3G7

PENNINGTON HOLDINGS LTD
1487 MORRISON ST PORT
COQUITLAM BC V3C 2N6

OCCUPANT
2920 BURNS RD
PORT COQUITLAM BC V3E 3G7

JOAO LUCAS/MANUELA LUCAS
2874 BURNS RD
PORT COQUITLAM BC V3E 3G7

JASWINDER KAUR KANG/KULVINDER
SINGH KANG
2820 BURNS RD
PORT COQUITLAM BC V3E 3G7

ISED
LOWER MAINLAND OFFICE
13401 – 108 AVENUE, SUITE 1700
SURREY BC V3T 5V6

CYPRESS LAND SERVICES
SUITE 1051, 409 GRANVILLE STREET
VANCOUVER, BC V6C 1T2

GRAEME MUIR, MPL | CITY OF PORT
COQUITLAM PLANNING ANALYST,
DEVELOPMENT SERVICES 200-2564
SHAUGHNESSY STREETPORT
COQUITLAM, BC V3C 3G4

ROGERS COMMUNICATIONS INC
1900 – 4710 KINGSWAY,
BURNABY, BC V5H 4M5
ATTN: SAM SUGITA

W4458
Total 9

Appendix C: Envelope



c/o Cypress Land Services Inc.
Suite 1051 – 409 Granville Street
Vancouver, BC V6C 1T2

**IMPORTANT INFORMATION ENCLOSED REGARDING A PROPOSED TELECOMMUNICATIONS FACILITY WITHIN
APPROX. 120 METRES OR LESS OF A PROPERTY YOU HAVE AN INTEREST IN**

Appendix 3: Newspaper Tear Sheet



Your Community MARKETPLACE

Book your ad ONLINE:
tricitynews.adperfect.com
 Visit the online MARKETPLACE:
classifieds.tricitynews.com

Or call to place your ad at
604-444-3000
 Email: DTJames@van.net

Phone/Office Hours:
 Monday through Friday
 8:30 am to 4:30 pm

EARLY CHILDHOOD EDUCATION
SPROTTSHAW.COM

LEGAL

LEGAL & PUBLIC NOTICES



Notice of Proposed Rogers Communication Inc. Telecommunications Facility

Description: As part of the public consultation process required by Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada, Rogers Communication Inc. is inviting the public to comment on a proposed telecommunications facility consisting of a 40-metre monopole tower and ancillary radio equipment in order to provide dependable wireless data and voice communication services to east Port Coquitlam.

Location: 2842 Burns Road, Port Coquitlam, BC (PID: 002-998-581)
Coordinates: 49.264709 ° N, 122.726540 ° W

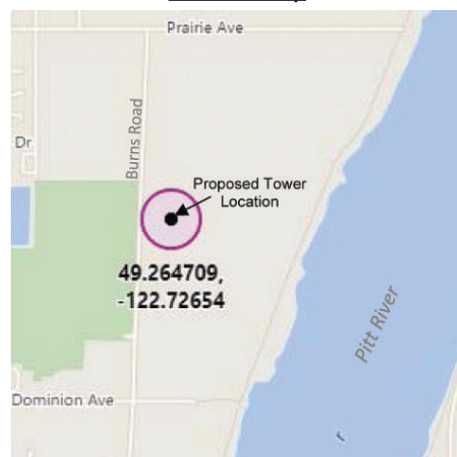
For More Information:

Contact Rogers Communications Inc. at:
 Tawny Verigin
 c/o Cypress Land Services
 Agents to Rogers Communications Inc.
 Suite 1051, 409 Granville Street
 Vancouver, BC V6C 1T2
 Tel: 1.855.301.1520
 Email: publicconsultation@cypresslandservices.com

The public is welcome to comment on the proposal by the end of the business day on July 30, 2018 respect to this matter.

Rogers File: W4458 – Poco East

Location Map



U-Haul Moving Center Port Moody claims a Landlords Contractual Lien against the following persons goods in storage at 2500 Barnet Hwy., Port Moody, BC, Tel: 604-461-1717. Auction is subject to cancellation at anytime.

098 Stacey Whalley 2156 Rindall Ave., Pt. Coquitlam, BC
 148 Stacey Whalley 2156 Rindall Ave., Pt. Coquitlam, BC
 208 Craig Ede 3189 Sylvia Pl., Coquitlam, BC
 209 Sepandar Asadi #111 - 3091 Lincoln Ave., Coquitlam, BC
 241 Timothy Ulm 9066 146 St., Surrey, BC
 242 Timothy Ulm 9066 146 St., Surrey, BC
 262 George Tolea 9187 Cedar St., Mission, BC

A sale will take place on ibid4storage.com starting at noon on Tuesday, July 10, 2018 until Friday, July 13, 2018. Auction will end at 12:00PM, unless bidding battle begins. Room contents are personal/household goods unless noted otherwise. Bids will be for entire contents of each locker or U-box unit.

REPAIRMAN'S LIEN ACT

By virtue of the Repairman's Lien Act
Trax Autocraft at 2725 Murray Street, Port Moody, BC
 will sell the following vehicle:
2007 Red Ford F150 Truck
VIN # 1FTPX14V77FB63290
Registered Owner: Burrell Auto Group.
 There is presently an outstanding debt of \$2,277.80 plus additional costs for storage, seizure and sale.
 Notice is hereby given that on July 13, 2018, or thereafter, the said vehicle will be sold.

COMMUNITY

COMING EVENTS

21st Century FLEA MARKET
 175 tables of Bargains on
 Deluxe 20th Century Junque!
Sunday • JULY 8 • 10am-3pm
 Croatian Cultural Centre
 3250 Commercial Drive, Van.
 Info: 604 980-3159 • Adm: \$5.00

START YOUR JOB SEARCH HERE
 classifieds.tricitynews.com



ADVERTISING POLICIES

All advertising published in this newspaper is accepted on the premise that the merchandise and services offered are accurately described and willingly sold to buyers at the advertised prices. Advertisers are aware of these conditions. Advertising that does not conform to these standards or that is deceptive or misleading, is never knowingly accepted. If any reader encounters non-compliance with these standards we ask that you inform the Publisher of this newspaper and The Advertising Standards Council of B.C. **OMISSION AND ERROR:** The publishers do not guarantee the insertion of a particular advertisement on a specified date, or at all, although every effort will be made to meet the wishes of the advertisers. Further, the publishers do not accept liability for any loss of damage caused by an error or inaccuracy in the printing of an advertisement beyond the amount paid for the space actually occupied by the portion of the advertisement in which the error occurred. Any corrections of changes will be made in the next available issue. The Richmond News will be responsible for only one incorrect insertion with liability limited to that portion of the advertisement affected by the error. Request for adjustments or corrections on charges must be made within 30 days of the ad's expiration. For best results please check your ad for accuracy the first day it appears. Refunds made only after 7 business days notice!

EMPLOYMENT

GENERAL EMPLOYMENT

Flamingo Foods Ltd Food Manufacturing Full Time Worker
 Needed Mon – Thurs, 7:30am – Finish (6pm). If you have experience in Food Manufacturing then this position could be for you!

Need someone to help with: production, equipment cleaning, taking equipment apart and putting it back together. Must be able to: lift 50lbs and work as a team Some help in cooler may be needed. Must be able to read, write and speak English. Contact: info@scardillocheese.com

HIRING F/T CAREGIVER

Looking for a genuine, compassionate and caring individual for our 10 year old daughter. Tagalog & Bicol speaking an asset. Flexible hours; 40/hrs wk, \$12/hr. Coquitlam area. **Duties include:** Personal care, valid drivers license req'd, school drop off/pickup, meal prep, companionship, light house-keeping. Sept start. **Apply email:** c_chosin@hotmail.com **Or call:** 604-828-2207



The Tri City News is looking for a **Driver** to deliver bundles to carriers in the Coquitlam area. **Wednesdays and Fridays.** Must have reliable van or the like. Please call 604-472-3040.

MARKETPLACE

BICYCLES

SPRINT Electric MOUNTAIN BIKE
 Low mileage. Good cond. (can be used electric & pedal)
604-786-0734

DEALS ON WHEELS...



and everything else.

TRUTH IN EMPLOYMENT ADVERTISING

Glacier Media Group makes every effort to ensure you are responding to a reputable and legitimate job opportunity. If you suspect that an ad to which you have responded is misleading, here are some hints to remember. Legitimate employers do not ask for money as part of the application process; do not send money; do not give any credit card information; or call a 900 number in order to respond to an employment ad. Job opportunity ads are salary based and do not require an investment.

If you have responded to an ad which you believe to be misleading please call the:

Better Business Bureau at 604-682-2711
 Monday to Friday, 9am - 3pm or email: inquiries@bbbvan.org and they will investigate.

BUSINESS SERVICES

ACCOUNTING/BOOKKEEPING

Bookkeeping Services \$20 per hour Hands On Accounting
 • Payroll • Tax Services
 Personal & Small Business
At Fees You Can Afford
604-314-8395
www.handsonbooks.ca

FINANCIAL SERVICES

GET BACK ON TRACK
 Bad credit? Bills? Unemployed? Need Money? We lend! If you own your own home you qualify!
 Pioneer Acceptance Corp.
 BBB mem. 1-877-987-1420
www.pioneerwest.com
604-987-1420

FINANCIAL SERVICES

Fallen Behind on Credit Card Debts? Let us Help to Pay Off Your Debts

With Rates From 3.1%,
 Bad Credit or Bankruptcy
 Welcome,
 Lets Eliminate Your Credit Card Debts Today
Call 800 790 9905



RENTALS

APARTMENTS/CONDOS FOR RENT

SKYLINE TOWERS
 102-120 Agnes St, New West
 Hi-Rise Apartment with River View & Indoor Pool. **1 BR & 2 BR Available.** Rent includes heat & hot water. Remodeled Building and Common area. Gated underground parking available. References required. **CALL 604 525-2122**
BAYSIDE PROPERTY SERVICES

GARDEN VILLA
 1010 6th Ave. New West. Suites Available. Beautiful atrium with fountain. By shops, college & transit. Pets negotiable. Ref req. **CALL 604 715-7764**
BAYSIDE PROPERTY SERVICES

VILLA MARGARETA
 320-9th St, New West
 Suites Available. All suites have balconies, Underground parking avail. Refs. req. Small Pet OK. **CALL 604-715-7764**
BAYSIDE PROPERTY SERVICES

To advertise call
604-444-3000

Double YOUR IMPACT with Print & Online ADVERTISING!

classifieds.tricitynews.com



Please recycle this newspaper.

HOME SERVICES

CONCRETE

WC WESTWOOD CONCRETE
 • Driveway • Sidewalk • Patio
 • Patching & Repairs
 • Removal • Forms • Site prep
Bobcat & Excavator
604-813-6949

HERFORD CONCRETE
NO JOB TOO small!
 Serving Lower Mainland 26 Yrs!
 • Prepare • Form • Place • Finish
 • Granite/Interlock Block Walls
 • Bricks • Driveways • Stairs
 • Exposed Aggregate • Stamped Concrete • Sod Placement
Excellent Refs • WCB Insured
604-657-2375/604-462-8620

DALL'ANTONIA CONCRETE
 Seniors discount. Friendly, family business, 40+ yrs. 604-240-3408

DRYWALL

COMPLETE DRYWALL
 Renovations:
 Residential/Commercial
 Repairs/Ceiling Repairs
 Texture Removal
 Reasonable Rates
 All work guaranteed
Call 604.363.9732

CALL TODAY
 Boarding & Taping,
 Good Rates! Reliable, Free
 Est. Reno's & Small Jobs
 Welcome! **Call Gurprit**
604-710-7769

ELECTRICAL

NRG Electric Ltd.
Electrical Installations
 Renos & Repairs. BBB Member.
www.nrgelectric.ca
604-520-9922

YOUR ELECTRICIAN
 Lic#89402.
Fast same day service.
 Insured. Guar'd.
 We love BIG & small jobs!
604-568-1899

All Electrical, Low Cost.
 Licensed. Res/Com. Small job expert. Renos, Panel changes. (604)374-0062

EXCAVATING

#1 Backhoes & Excavators
Trenchless Waterlines
Bobcats & Dump Truck
& All Material Deliveries
Drainage, Video
 Inspection, Landscaping,
 Stump/Rock/Cement/Oil
 Tank & Demos, **Paving,**
 Pool/Dirt Removal, Paver
 Stones, Jackhammer,
 Water/Sewer, Line/Sumps,
 Slinger Avail, Concrete -
 Cutting, Hand Excavating,
Basements Made Dry
Claudio's Backhoe Service
604-341-4446

• House Demolition &
 • House Stripping.
 • Excavation & Drainage.
 • Demolition &
 • End Dump Services.
Disposal King Ltd.
604-306-8599
www.disposalking.com

Appendix 4: Comments and Responses

July 26, 2018

Attn: Tawny Verigin
Rogers Communications Inc.
c/o Cypress Land Services
Suite 1051 – 409 Granville Street
Vancouver, BC
V6C 1T2

Dear Tawny Verigin:

RE: LOCATION 49.264709° N, 122.726540° W

This letter is in response to the proposed wireless communication site at the above noted location. Please note, that we are strongly against the proposed wireless installation as we believe it is in too close to proximity to our property. We believe the installation of this wireless pole will reduce the curb appeal of the property and consequently may reduce the future resale value of the property. We also have concerns in respect to environmental issues even though Rogers does attest that it follows Health Canada's Safety Code 6 Compliance. We are concerned about the exposure to Radiofrequency Electromagnetic Fields and our health and safety.

Yours truly,

John and Maria Lucas

Joao Lucas x Manuela Lucas
2874 Burns RD.
Port Coquitlam B.C.
V3E 3G7



July 31, 2018

Mr. Joao and Mrs. Manuela Lucas
2874 Burns Rd
Port Coquitlam, BC V3E 3G7

RE: Rogers Tower Site W4458 Poco East

Dear Mr. & Mrs. Lucas,

Thank you for your letter and providing us your comments.

In your letter you expressed concerns about reduced curb appeal and future resale of your property. To date there is no evidence to suggest that house prices are impacted by the presence of a cell tower. Industry Canada's Report on the National Antenna Tower Policy states research does not indicate a correlation between property value and tower location.

You also expressed concerns of health and safety. Please know Rogers relies on experts to set standards for safety. In Canada, Health Canada has established Safety Code 6 to ensure public safety. Safety Code 6 was updated in 2015 based on all credible science in this field done around the world. It is considered by Health Canada to be current and valid for protecting the health and safety of all Canadians. The limits specified in Health Canada's RF exposure guidelines are based upon review of thousands of peer-reviewed scientific studies of the health impacts of RF energy. SC6 take into consideration the existing EMF energy and the calculations are cumulative to include all surrounding local sites. Telecommunication operators propose to locate antennas where service is needed – providing access to 911 and other telecom services in areas that have unreliable service. As long as the site conforms to SC6, there is no cause for alarm. RF energy from the proposed tower will be several hundred times lower than the limit set by SC6. Should you have further questions regarding the research behind Safety Code 6 regulation or the regulation itself, we encourage those in the community to contact Health Canada at: ccrpb-pprpb@hc-sc.gc.ca.

Should you have any further questions or concerns, please do not hesitate to contact us.

Sincerely,

Tawny Verigin

Municipal Affairs Specialist
Agents for Rogers

Cypress Land Services Inc.

Suite 1051 – 409 Granville Street, Vancouver, BC V6C 1T2

Cell: 604.657.8307 | Office: 604.620.0877 | Fax: 604.620.0876

E: tawny@cypresslandservices.com | W: www.cypresslandservices.com

GARTON & HARRIS

BARRISTERS & SOLICITORS

1542 PRAIRIE AVENUE
PORT COQUITLAM, B.C.
VV3B 1T4

TELEPHONE: (604) 468-8900
FAX: (604) 468-8007

PLEASE REFER TO: **Stuart F. Ross**
FILE REFERENCE: **18-895**

August 23, 2018

BY REGISTERED MAIL

Rogers c/o Cypress Land Services
Suite 1051, 409 Granville Street
Vancouver, B.C. V6C 1T2
Attention: Tawny Verigin

City of Port Coquitlam
Development Services
200 – 2564 Shaughnessy Street
Port Coquitlam, B.C. V3C 3G4
Attention: Graeme Muir

Dear Sirs/Madams:

Re: Rogers Tower Site W4458 PoCo East

We write further to Mr. John Lucas' letter dated July 26, 2018 and your response letter dated July 31, 2018.


In addition to the concerns set-out in Mr. Lucas' letter of July 26, 2018, we wish to advise that Mr. Lucas has concerns regarding the potential for the tower to impact the food production on Mr. Lucas' property situated at 2874 Burns Road, Port Coquitlam (the "Property"). Specifically, Mr. Lucas wishes to advise both Rogers and the City of Port Coquitlam that the Property has been designated as agricultural land and that he has over 80 fruit trees planted on the Property being used for food production (some of which is donated to local food banks). We ask that you address the potential for the tower to impact food production on the Property.

We look forward to your response.

Yours truly,

GARTON & HARRIS

Per: 
Stuart F. Ross

Per: 
John Lucas

SFR/*
encs



September 28, 2018

Garton & Harris
Barrister & Solicitors
1542 Prairie Avenue
Port Coquitlam, B.C. V3B 1T4
Attention: Stuart F. Ross

City of Port Coquitlam
Development Services
200 – 2564 Shaughnessy Street
Port Coquitlam, B.C. V3C 3G4
Attention: Graeme Muir

Joao Lucas
2874 Burns Road
Port Coquitlam, B.C.
V3E 3G7

RE: Rogers Tower Site W4458 PoCo East

Dear Mr. Ross:

I am writing in response to your letter dated August 23, 2018.

In your letter you asked Rogers to address the potential for the tower to impact food production on the property. Please know that cell towers do not cause any impact to the food production. Furthermore, cell towers are often located on Agriculturally zones lands, and are permitted by the Agricultural Land Commission. Section 3 (1)(m) of the ALC Regulations reads:

3 (1) *The following non-farm uses are permitted in an agricultural land reserve unless otherwise prohibited by a local government bylaw or, for lands located in an agricultural land reserve that are treaty settlement lands, by a law of the applicable treaty first nation government:*

(m) telecommunications equipment, buildings and installations as long as the area occupied by the equipment, buildings and installations does not exceed 100 m² for each parcel.

Should you have any further questions or comments, please do not hesitate to contact us.

Sincerely,

Tawny Verigin
Municipal Affairs Specialist
Cypress Land Services Inc.
Agents for Rogers Communications Inc.
Suite 1051 – 409 Granville Street, Vancouver, BC V6C 1T2
Cell: 604.657.8307 | Office: 604.620.0877 | Fax: 604.620.0876
E: tawny@cypresslandservices.com | W: www.cypresslandservices.com

September 10, 2018

Ms. Tawny Verigin
Municipal Affairs Specialist
Agents for Rogers Communications Inc.
c/o Cypress Land Services Inc.
Suite 1051 – 409 Granville Street
Vancouver, BC
V6C 1T2

Dear Tawny Verigin:

RE: ROGERS TOWER SITE W4458 POCO EAST

Based upon discussions with you, we would find it acceptable if the tower noted above is installed, at a minimum, of sixty (60) feet south of our property located at 2874 Burns Road, Port Coquitlam.

We remain opposed to the tower being installed any closer than sixty feet south from our property.

Yours truly,

John and Maria Lucas

John Lucas

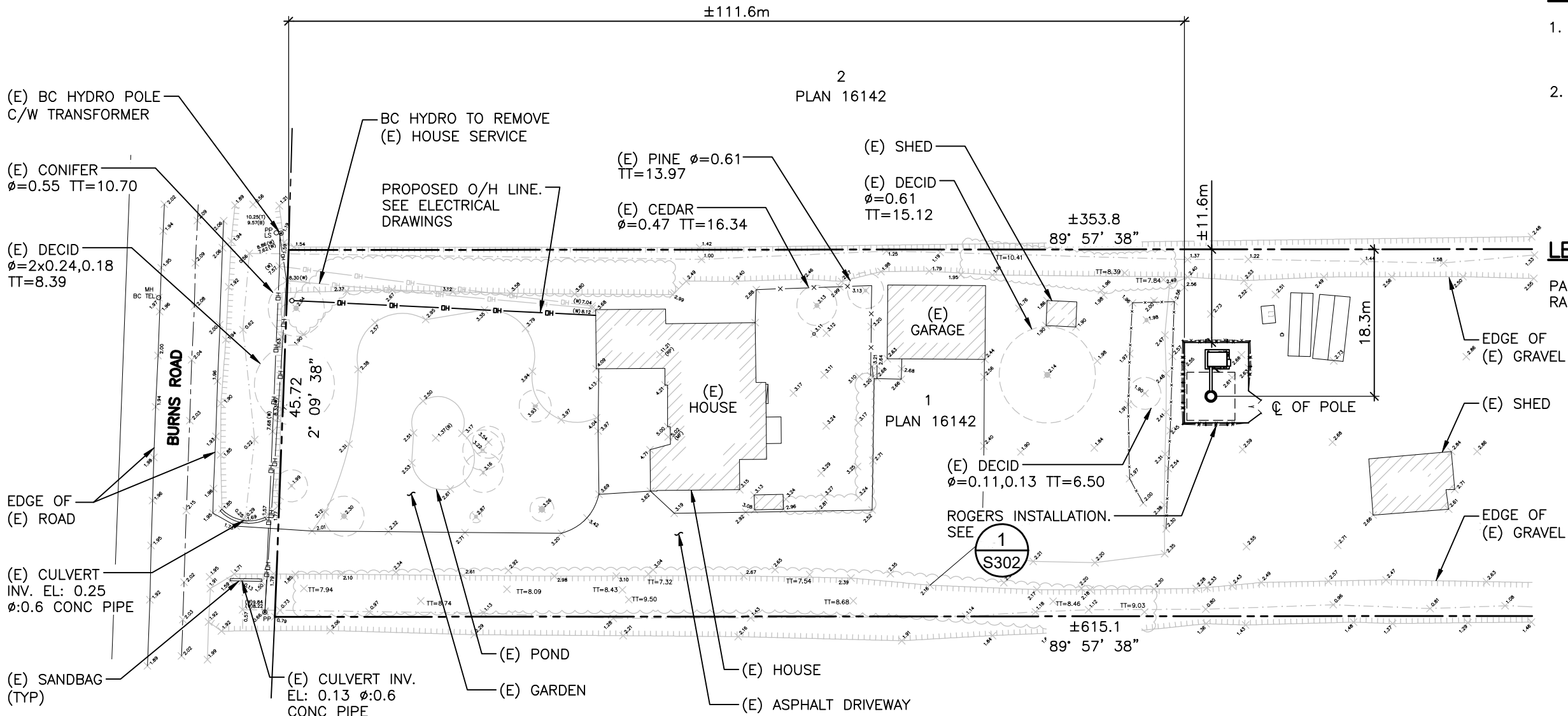
Appendix 5: Revised Site Plan and Compound Layout

NOTES:

1. SITE PLAN INFORMATION OBTAINED FROM A SURVEY PREPARED BY MATSON PECK & TOPLISS SURVEYORS AND ENGINEERS DATED AUGUST 20, 2018.
2. EXISTING UNDERGROUND SERVICES SHOWN ON THESE DRAWINGS ARE APPROXIMATE ONLY AND ADDITIONAL UNDERGROUND SERVICES MAY EXIST THAT ARE NOT SHOWN. CONTRACTOR IS RESPONSIBLE TO LOCATE ANY AND ALL BURIED SERVICES IN THE VICINITY OF REQUIRED EXCAVATION PRIOR TO CONSTRUCTION. USE HAND DIGGING OR HYDRO EXCAVATION WHERE APPROPRIATE.

LEGAL DESCRIPTION:

PART OF LOT 1, SECTIONS 3 AND 4, BLOCK 6, NORTH RANGE 1 EAST, NEW WESTMINSTER DISTRICT PLAN 16142



LEGEND:

★ — INDICATES PARTICULAR ATTENTION SHOULD BE GIVEN TO WHAT IS NOTED ON THE DRAWING

(E) — DENOTES EXISTING

(TYP) — DENOTES TYPICAL

— — — — — DENOTES SUBJECT PROPERTY LINE

— — — — — DENOTES ADJACENT PROPERTY LINE

— OH — OH — DENOTES (E) O/H UTILITY LINE

— — — — — DENOTES TOP OF (E) DITCH LINE

— — — — — DENOTES BOTTOM OF (E) DITCH LINE

— — — — — DENOTES (E) HEDGE LINE

— — — — — DENOTES (E) SPOT ELEVATION (m AMSL)

— — — — — DENOTES (E) UTILITY POLE

— — — — — DENOTES (E) MANHOLE

3
PLAN 7491

1 SITE PLAN
1:600

Copyright Reserved.
This plan and design are, and at all times remain the exclusive property of GS Sayers Engineering Ltd. and cannot be used or reproduced without written consent. Written dimensions shall have precedence over scaled dimensions. Contractors shall verify and be responsible for all dimensions and conditions on the job and this office shall be informed of any variations from the dimensions and conditions shown on the drawings.
Sketches may be issued which augment or alter the information presented on this drawing. It is the responsibility of parties using this drawing to ensure that they are in possession of all such sketches.



GS·Sayers
ENGINEERING LTD.

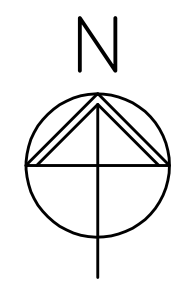
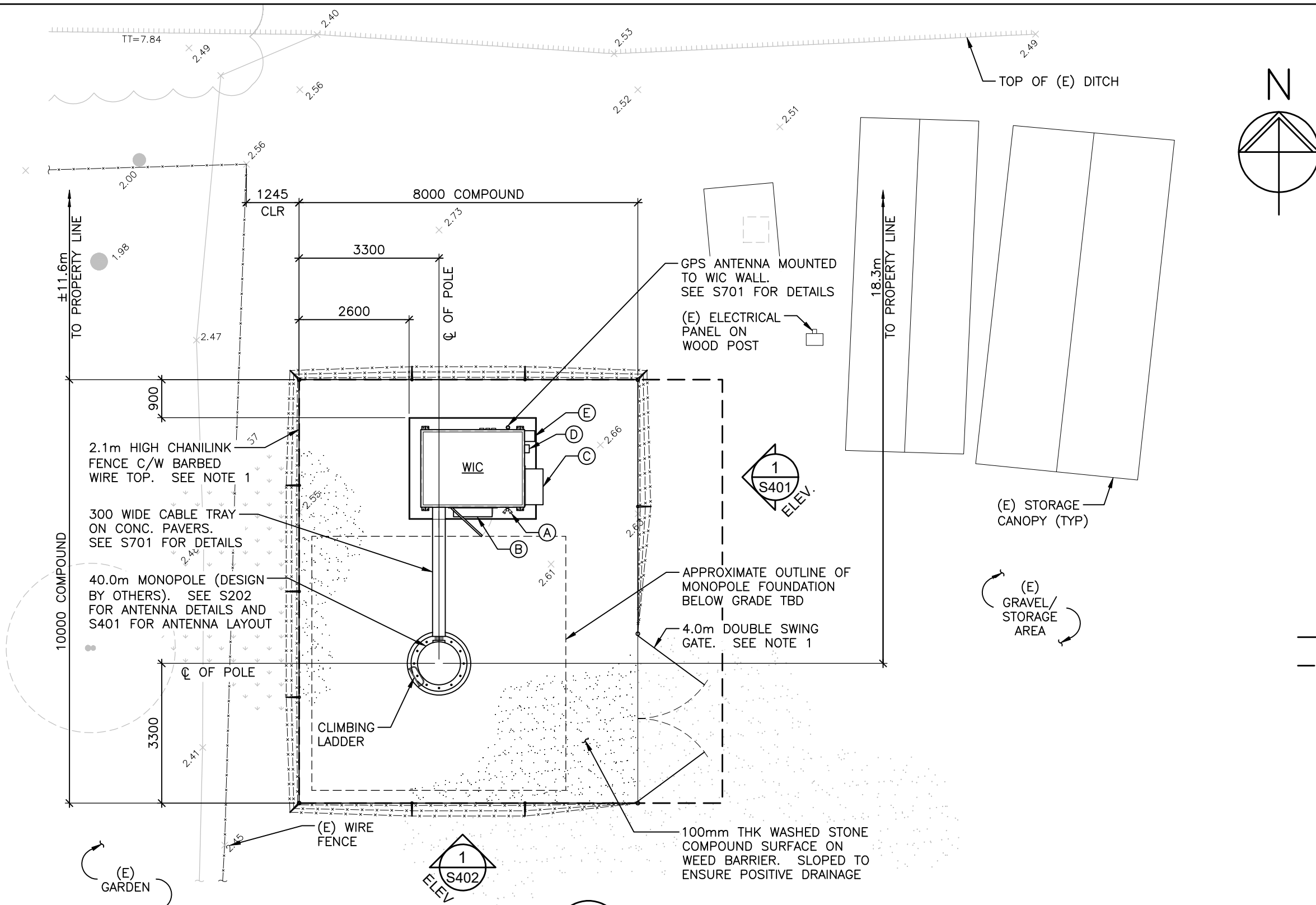
1661 West 5th Avenue
Vancouver, BC V6J 1N5
T: 604.734.8822
F: 604.734.8842
www.glotmansimpson.com

Project: Site ID: **W4458**
POCO EAST
2842 BURNS ROAD, PORT COQUITLAM, BC



Sheet Title:
SITE PLAN

	2018.09.11	ISSUED FOR 90% COORDINATION
	2018.06.12	ISSUED FOR CLIENT REVIEW
No.:	Date:	Description:
Revisions:		
Date:	JUN 2018	Drawing:
Scale:	1:600	S301 63
Drawn:	SR	
Checked:	GF	
Project:	218197	Of



- NOTES:**
1. REFER TO ROGERS CONSTRUCTION SPECIFICATIONS FOR CHAINLINK FENCE REQUIREMENTS.
 2. EXISTING UNDERGROUND SERVICES SHOWN ON THESE DRAWINGS ARE APPROXIMATE ONLY AND ADDITIONAL UNDERGROUND SERVICES MAY EXIST THAT ARE NOT SHOWN. CONTRACTOR IS RESPONSIBLE TO LOCATE ANY AND ALL BURIED SERVICES IN THE VICINITY OF REQUIRED EXCAVATION PRIOR TO CONSTRUCTION. USE HAND DIGGING OR HYDRO EXCAVATION WHERE APPROPRIATE.

- LEGEND:**
- ★ - INDICATES PARTICULAR ATTENTION SHOULD BE GIVEN TO WHAT IS NOTED ON THE DRAWING
 - (E) - DENOTES EXISTING
 - (TYP) - DENOTES TYPICAL
 - WIC - DENOTES 2448x1830x2648mm ALPHA WALK-IN-CABINET ON CONCRETE PAD. SEE S501 FOR DETAILS
 - (A) - DENOTES LIGHT FIXTURE WITH MOTION SENSOR PROVIDED WITH WIC
 - (B) - DENOTES STEEL STEP PROVIDED WITH WIC
 - (C) - DENOTES HVAC UNIT PROVIDED WITH WIC
 - (D) - DENOTES METER BASE PROVIDED WITH WIC TO BE REPLACED WITH PULLBOX
 - (E) - DENOTES GENERATOR CONNECTION BOX PROVIDED WITH WIC
 - DENOTES SUBJECT PROPERTY LINE
 - - - - DENOTES PROPOSED ROGERS 10mx10m LEASE AREA
 - +0.00 - DENOTES (E) SPOT ELEVATION (m AMSL)

1
S301

COMPOUND LAYOUT

1:100

Copyright Reserved.
This plan and design are, and at all times remain the exclusive property of GS Sayers Engineering Ltd. and cannot be used or reproduced without written consent. Written dimensions shall have precedence over scaled dimensions. Contractors shall verify and be responsible for all dimensions and conditions on the job and this office shall be informed of any variations from the dimensions and conditions shown on the drawings.
Sketches may be issued which augment or alter the information presented on this drawing. It is the responsibility of parties using this drawing to ensure that they are in possession of all such sketches.

GS·Sayers
ENGINEERING LTD.

1661 West 5th Avenue
Vancouver, BC V6J 1N5
T: 604.734.8822
F: 604.734.8842
www.glotmansimpson.com

Project: **POCO EAST**
2842 BURNS ROAD, PORT COQUITLAM, BC

Site ID: **W4458**

Sheet Title:
COMPOUND LAYOUT

Date: JUN 2018

Scale: 1:100

Drawn: SR

Checked: GF

Project: 218197

Drawing:

S302

64

Of

Appendix 6: Sample Resolution

Resolution

WHEREAS ROGERS proposes to erect a wireless communications facility at the location of 2842 Burns Road, Port Coquitlam, BC.

AND WHEREAS proponents of telecommunication towers are regulated by Innovation, Science and Economic Development Canada (ISED), formerly Industry Canada on behalf of the Government of Canada and as part of their approval, ISED requires proponents to consult with land use authorities as provided for in CPC-2-0-03;

AND WHEREAS ROGERS has consulted with the City of Port Coquitlam following the CPC-2-0-03 and the City of Port Coquitlam planning staff have no objection to the proposed telecommunications tower;

AND WHEREAS ROGERS has consulted with the public by notifying properties within three times the tower height, placed a newspaper notice in the local paper and has provided a 30-day period for written public comment;

AND WHEREAS there are no significant land use issues identified by the consultation;

NOW THEREFORE BE IT RESOLVED THAT:

1. The Clerk be instructed to advise ROGERS that:
 - a) ROGERS has satisfactorily completed its consultation with the City of Port Coquitlam;
 - b) The City of Port Coquitlam is satisfied with ROGERS's public consultation process and does not require any further consultation with the public; and
 - c) The City of Port Coquitlam concurs with ROGERS's proposal to construct a wireless telecommunications facility provided it is constructed substantially in accordance with the revised plans submitted to the City of Port Coquitlam.

RECOMMENDATION:

That Committee of Council approve Development Permit DP000334 to regulate an apartment development at 2331 and 2341 Mary Hill Road.

PREVIOUS COUNCIL/COMMITTEE ACTION

None.

REPORT SUMMARY

This report describes an application for a 26-unit, four-storey apartment building with one level of parking to be located at a relatively small corner site in the downtown apartment area. The Zoning Bylaw permits the use and density, the proposed design generally complies with the design guidelines of the Official Community Plan and its intended compliance with Step 3 of the BC Energy Step Code exceeds environmental conservation guidelines. The recommended development permit includes minor siting variances to achieve the proposed design quality and number of parking stalls.

BACKGROUND

The applicant, David J Ho Architects Inc., proposes to construct a 26-unit, four-storey apartment building at the southwest corner of Mary Hill Road and Welcher Avenue. The site is relatively flat and in close proximity to the community centre, library, downtown, schools, and transit. The site is currently developed with two older houses (that will be demolished) and mature landscaping.



Development Permit Application DP000334 - 2331 & 2341 Mary Hill Rd

The site's land use designation in the Official Community Plan is Apartment Residential and it is subject to the Downtown and Environmental Conservation development permit area designations; the site is zoned RA1 (Residential Apartment 1). The design guidelines promote coordination of siting and building design; use of high-quality cladding materials; consideration of the relationship between buildings and open areas; and consideration of the overall visual impact of buildings and landscaping. The environmental conservation objectives and guidelines encourage sustainable development and building design; efficient use of energy, water and other resources; and, reduction of waste and pollution.

Project Profile

	Bylaw Regulations ¹	Proposed ²	Requested Variances
Site area minimum	1,000 m ²	1,254 m ²	n/a
Floor area ratio	1.5	1.49	
Dwelling units	n/a	26	-
Adaptable units	30%	30% (8 units)	-
Building lot coverage	50%	45.4%	-
Setbacks:			
Front (Welcher)	4 m	4 m	-
Rear (south)	7.5 m	7.5 m	-
Interior side (lane)	7.5 m ³	5.5 m	2 m
Exterior side (Mary Hill)	4 m	4 m	-
Underground setbacks:			
Front (Welcher)	1.2 m	1.26 m	-
Rear (south)	1.2 m	0.02 m	1.18 m
Interior side (lane)	1.2 m	1.22 m	-
Exterior side (Mary Hill)	1.2 m	1.23 m	-
Building height	15 m	12.7 m	-
Parking			-
Residents	35	31	-
Visitor	5	5	-
Cash-in-lieu	up to 4	4	-
Small car	10 (25% max)	11 (27.5%)	2.5% (1 stall)
Bicycle parking			
Long-term (bike room)	26 (1 per unit)	26	-
Short-term (bike rack)	6	6	-
Indoor recreation area	52 m ²	53.6 m ²	-
Outdoor recreation area	91 m ²	91 m ²	-

¹ Refer to Zoning Bylaw No. 3630, Parking and Development Management Bylaw No. 3525 and Building and Plumbing Bylaw No. 3710 for specific regulations

² Information provided by applicant

³ The interior side setback is increased from 3 m to 7.5 m because the proposed building has windows to a habitable room on the side elevation.

The proposed apartment building includes 20 one-bedroom units and 6 two-bedroom units with the units varying in size from 60m² (653 ft²) to 99m² (1,067 ft²).

The building design features a prominent front entrance along Mary Hill Road and utilizes a generous amount of glazing with materials including red brick and a warm-coloured grey siding with red accents. Building articulation is achieved through varied setbacks and roof lines and through the use of cladding materials and colour. The building will be clad in high-quality materials including the brick and fibre-cement panels. Street-fronting ground floor units will have direct access to the street via stairways and each unit will have a private balcony or patio. An indoor amenity room is to be located at the east side of the main floor adjacent to the lobby and a common patio.

Resident and visitor parking spaces in the parking level are accessed from the lane. One visitor space will be equipped with a water spigot and drainage to serve as an on-site car wash station. A garbage and recycling room is located near the northwest corner of the site where it can be directly accessed from the building for residents and from the lane for pick-up.

Site clearing to accommodate the development will result in the loss of 10 trees, plus 6 trees in the boulevard will need to be removed to accommodate a new sidewalk on Welcher Avenue. The landscape plan includes 22 new trees consisting of 9 dogwood, 4 Japanese maple, 4 magnolia, 4 Japanese snowdrop and 1 serbian spruce onsite and 4 cimmarron ash street trees. The onsite trees at maturity will range between 15 to 50ft. in height and have a crown width of 10 to 25ft. The street trees at maturity will be 50 to 60ft. in height and have a crown width of 30ft. The landscape plan also calls for a variety of shrubs, grasses and perennials in tiered landscape planters along street frontages and over the parking level.

The applicant proposes that the building will be constructed to meet Step 3 of the BC Energy Step Code, which results in compliance with the environmental conservation area designation. This proposal and additional conservation measures are listed in Schedule A to the draft development permit.

This project requires relatively extensive off-site upgrades due to the site's corner lot location, including: reconstruction of Welcher Street to meet local street standards, paving and installation of new curb and gutter, street lighting, street trees, and sidewalks on both Welcher and Mary Hill Road; watermain and storm sewer upgrades; undergrounding of the overhead wiring; and, reconstruction of the lane.

DISCUSSION

The design of the proposed apartment building and landscaping meets the intent of the downtown design guidelines. This application was in process prior to the amendments of the zoning bylaw to require family-friendly units and, due to the small size of the site, larger units could not easily be incorporated in the design. The proposal to design the building to meet Step 3 of the BC Energy

Step Code exceeds the energy and greenhouse gas (GHG) emission guidelines of the environmental conservation DPA and this energy efficiency will help reduce community GHG emissions and associated energy costs for the building's future residents.

Approval of the requested variances is not expected to have any significant impacts as follows:

- the variance to the required interior side setback between the property line and windows of 2m. is mitigated by a lane separating the building from adjoining apartment development;
- the siting variance for the underground structure of 1.18m (3' 6") along the south allows for an efficient parking configuration and, to mitigate its impact to the adjacent existing house, the above-grade walls will be clad with brick to provide a high quality aesthetic;
- one additional small car parking space is unlikely to have an impact;
- a requested variance to the minimum headroom for parking spaces enables stepping of the landscaping along the street and a reduced retaining wall height. The required height of 2m (6' 6") is varied between 0.24m (6.3") and 0.33m (13"); the depth from the exterior wall for the encroachments is 1.19m (3' 11") as shown on the images below.

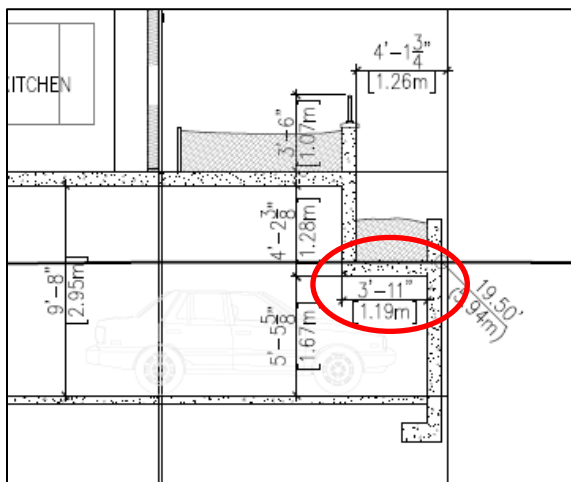


Figure 1: Section drawing showing 0.33m height encroachment

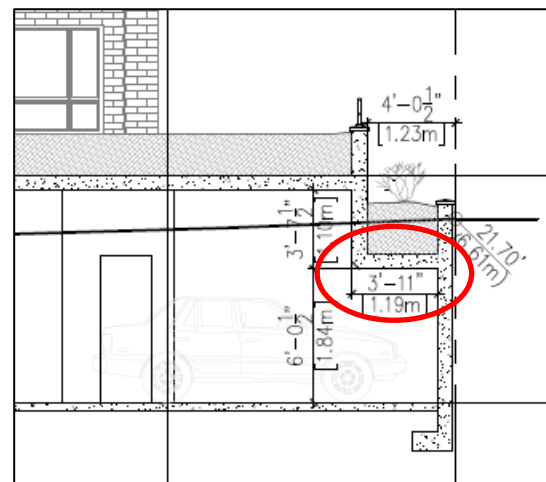


Figure 2: Section drawing showing 0.24m height encroachment

The applicant has confirmed that the interior piping and other protrusions in the underground structure will not further encroach into the headroom of these parking spaces. Warning signage will be installed to ensure future residents are aware of the reduced headroom.

As the design of the building is attractive, its form and character consistent with an expected high quality as well as environmental performance, and the requested variances are minor, staff recommend approval of the application.

FINANCIAL IMPLICATIONS


None associated with issuance of the development permit.

PUBLIC CONSULTATION

A sign has been posted on site to inform area residents of the application and, to date, no comments have been received.

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Approve Development Permit DP000334.
2	Request additional information or amendments if the Committee is of the opinion that such information or amendment would assist in its evaluation of how the design complies with the development permit area designation or variances to regulations.
3	Recommend rejection of the application if the Committee is of the opinion the application does not conform to the design guidelines or does not support the variances to regulations. Pursuant to the delegated authority, the applicant may then request the application be forwarded to Council for consideration.

ATTACHMENTS

Attachment #1: Location Map

Attachment #2: Draft Development Permit

Lead author(s): Bryan Sherrell

**CITY OF PORT COQUITLAM
DEVELOPMENT APPLICATION LOCATION MAP**

PROJECT ADDRESS: 2331 & 2341 Mary Hill Rd

FILE NO: DP000334



THE CORPORATION OF THE CITY OF PORT COQUITLAM

“DEVELOPMENT PROCEDURES BYLAW, 2013, NO. 3849”

DEVELOPMENT PERMIT

NO. DP000334

Issued to: 1097764 BC LTD
(Owner as defined in the Local Government Act,
hereinafter referred to as the Permittee)

Address: 110-1700 NO 6 RD RICHMOND BC V6V 1W3

1. This Development Permit is issued subject to compliance with all of the Bylaws of the Municipality applicable thereto, except as specifically varied by this Permit.
2. This Development Permit applies to and only to those lands within the Municipality described below, and any and all buildings, structures and other development thereon:

Address: 2331 & 2341 Mary Hill Road

Legal Description: LOT O, DISTRICT LOT 289, GROUP 1, NEW WESTMINSTER DISTRICT PLAN 18010 & LOT P, DISTRICT LOT 289, GROUP 1, NEW WESTMINSTER DISTRICT, PLAN 18010.

P.I.D.: 010-344-951 & 004-369-165

3. The above property has been designated as a Development Permit Area under Section 9.0 – Development Permit Area in the “Official Community Plan Bylaw, 2013, No. 3838”.
4. “Port Coquitlam Zoning Bylaw, 2008, No. 3630” and “Parking and Development Management Bylaw, 2005, No.3525” are varied, supplemented or both in accordance with the following:
 - a. The form and character of the building, including the siting, height and general design, shall be as shown on drawings numbered DP000334 (1) to DP000334 (9) which are attached hereto and form part of this permit.
 - b. The form and character of on-site landscaping shall be as shown on drawings numbered DP000334 (8) and DP000334 (9) and the following standards for landscaping are imposed:
 - (i) All landscaping works and planting materials shall be provided in accordance with the landscaping plan and specifications thereon, which form part of this permit and is attached hereto.

- (ii) All planting materials shall be able to survive for a period of one year from the date of the site landscape approval by the Municipality.
- c. The building and landscaping shall provide the energy conservation, water conservation and GHG emission reduction elements as shown on Schedule A to the drawings which are attached hereto and form part of this permit.

5. Landscape Security

- (a) As a condition of the issuance of this permit, the security set out below will be held by the Municipality prior to the issuance of a building permit to ensure satisfactory provision of landscaping in accordance with the terms and conditions as set forth in Clause 4 above. There is filed accordingly an irrevocable Letter of Credit or cash security in the amount \$51,738.00 for the purpose of landscaping.
- (b) Should any interest be earned upon the security, it shall accrue to the Permittee and be paid to the Permittee if the security is returned. A condition of the posting of the security is that should the Permittee fail to carry out the works or services as hereinabove stated, according to the terms and conditions of this permit within the time provided, the Municipality may use the security to complete these works or services by its servants, agents or contractors, and any surplus shall be paid over to the Permittee.
- (c) The Permittee shall complete the landscaping works required by this permit within six months of the final inspection for the final phase of the development. Within the six month period, the required landscaping must be installed by the Permittee, and inspected and approved by the Municipality.

If the landscaping is not approved within the six month period, the Municipality has the option of continuing to hold the security until the required landscaping is completed or has the option of drawing the security and using the funds to complete the required landscaping, and recoup additional costs from the Permittee if necessary. In such a case, the Municipality or its agents have the irrevocable right to enter into the property to undertake the required landscaping for which the security was submitted.

- (d) Should the Permittee carry out the works and services permitted by this permit within the time set out above, the security shall be returned to the Permittee.
- 6. The land described herein shall be developed strictly in accordance with the terms and conditions and provisions of this permit and any plans and specifications attached to this permit, which shall form a part hereof.
 - 7. This permit shall lapse if the Permittee does not substantially commence the construction permitted by this permit within two years of the (issuance) date of this permit.
 - 8. The terms of this permit or any amendment to it, are binding on all persons who acquire an interest in the land affected by this permit.

9. This permit is not a building permit.

APPROVED BY THE COMMITTEE OF COUNCIL THE
[CLICK [HERE](#) - ENTER THE DAY (IE 12TH)] DAY OF
[CLICK [HERE](#) - ENTER THE MONTH, YEAR].

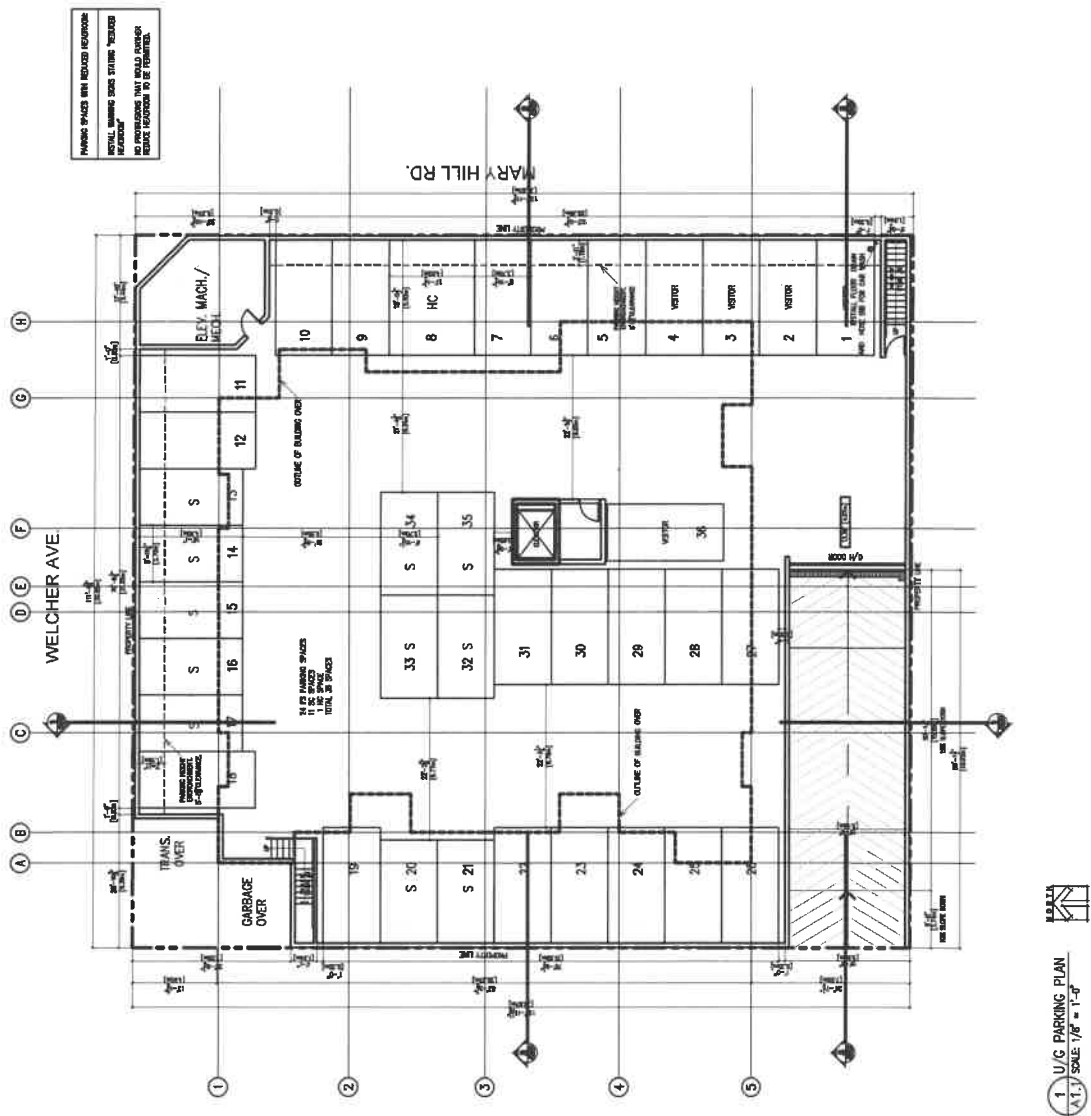
SIGNED THIS [CLICK [HERE](#) - ENTER THE DAY (IE 12TH)] DAY OF
[CLICK [HERE](#) - ENTER THE MONTH, YEAR].

Mayor

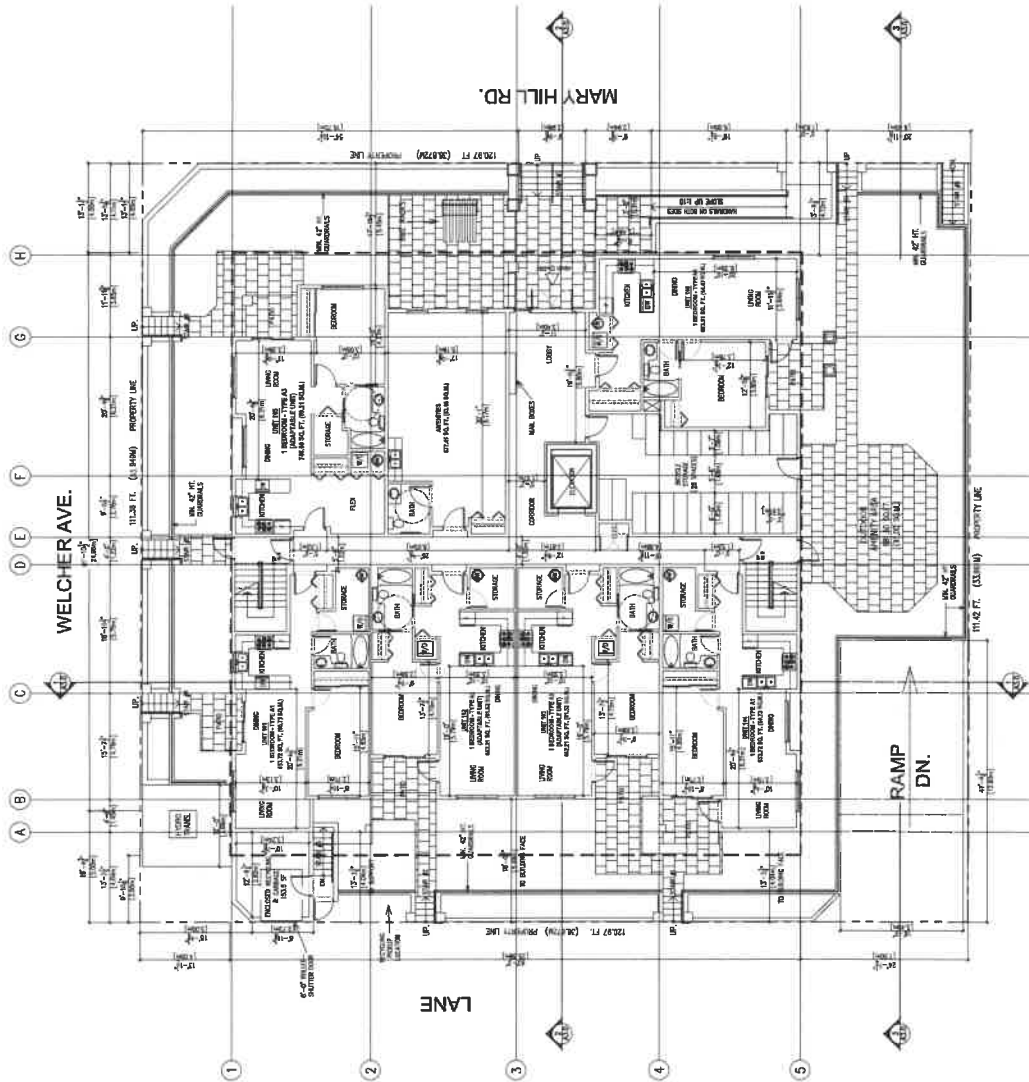
Corporate Officer

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE TERMS AND
CONDITIONS UPON WHICH THIS PERMIT IS ISSUED.

Applicant (or Authorized Agent or
Representative of Applicant)

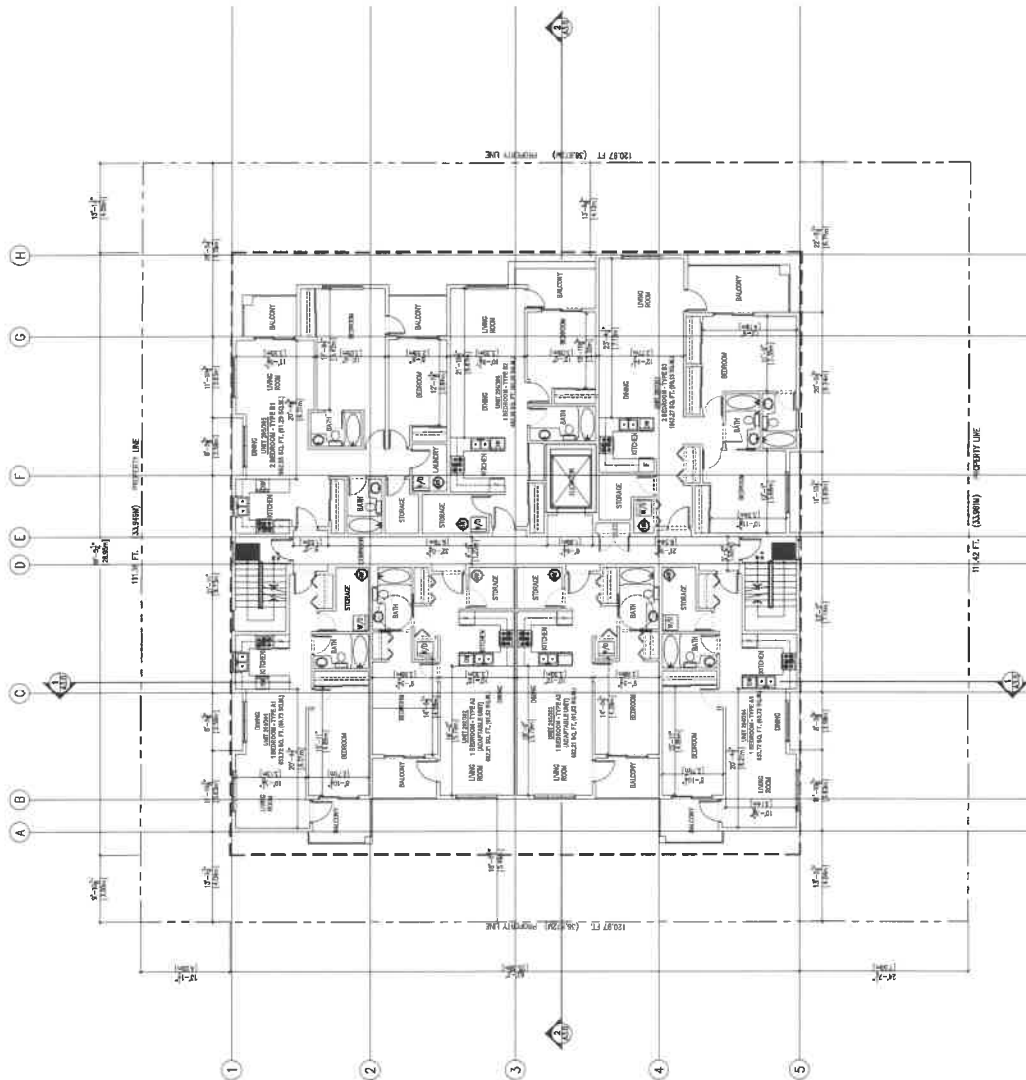


1) Podo 334 (2)



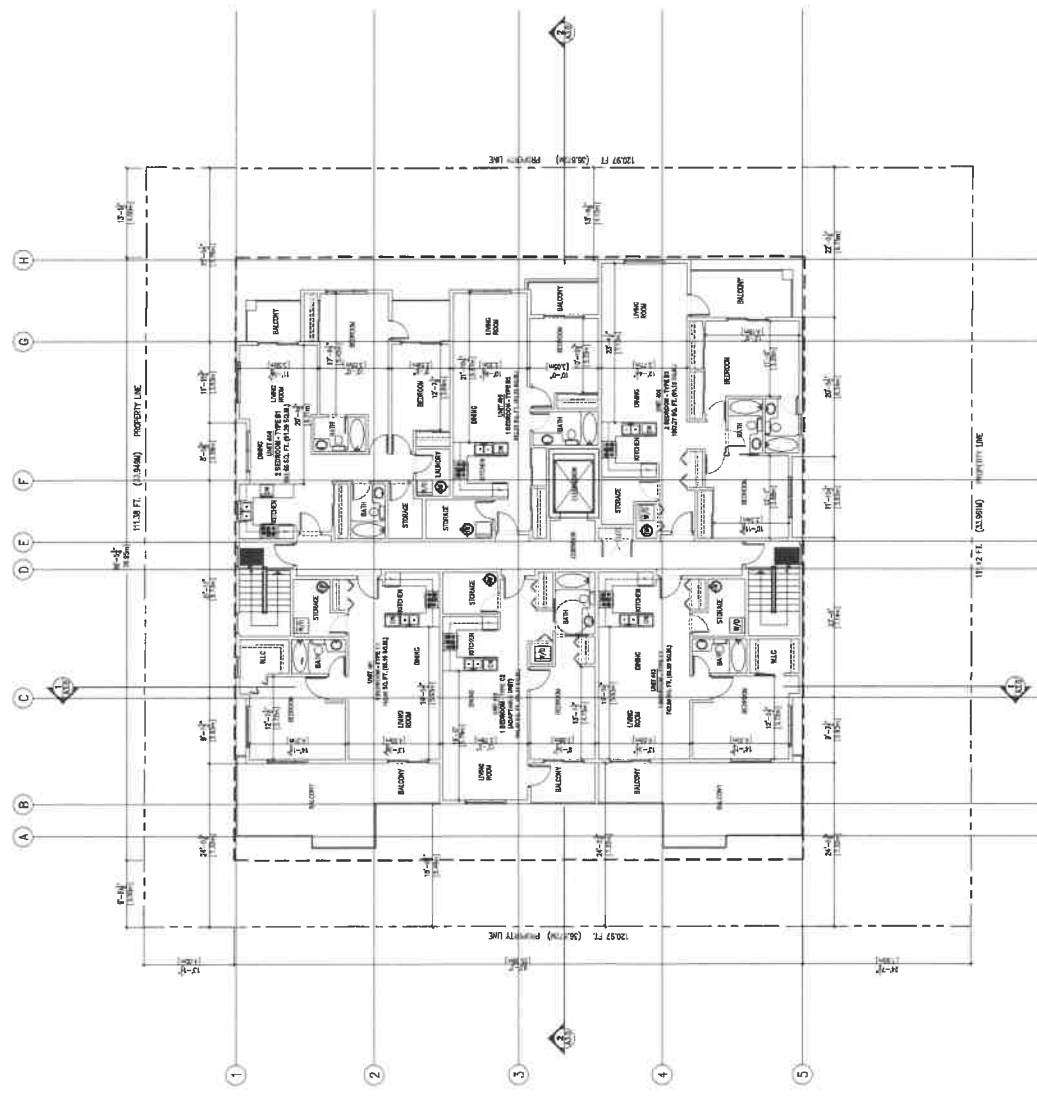
1 FIRST FLOOR PLAN
 A1.2 SCALE: 1/8" = 1'-0"

DP000334 (3)



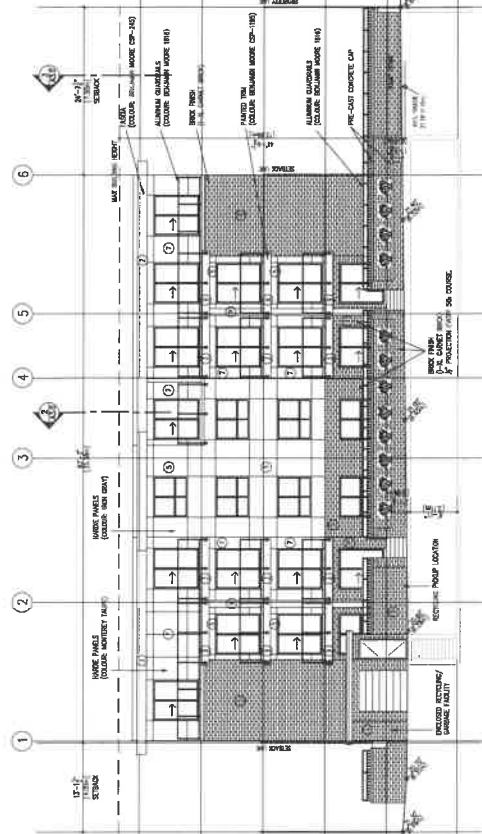
1 SECOND & THIRD FLOOR PLAN
A1.3 SCALE: 1/8" = 1'-0"

1) P000334 (4)

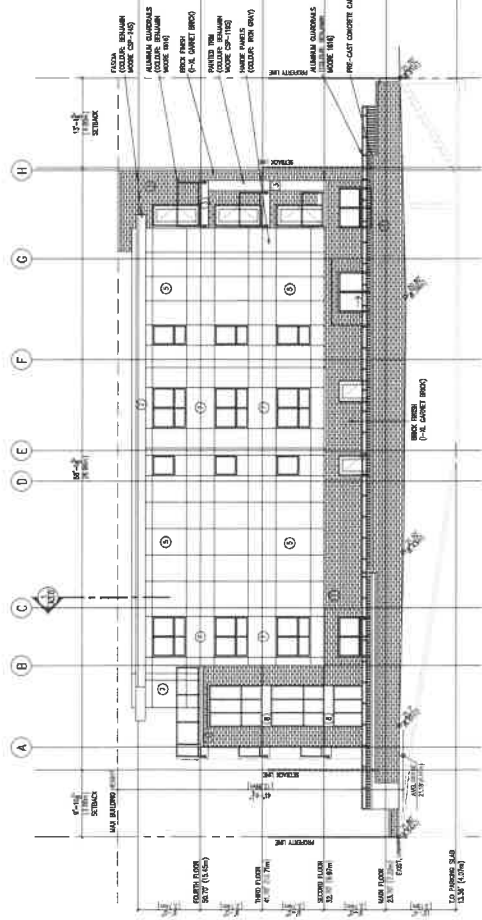


1 FOURTH FLOOR PLAN
A1.4 SCALE: 1/8" = 1'-0"

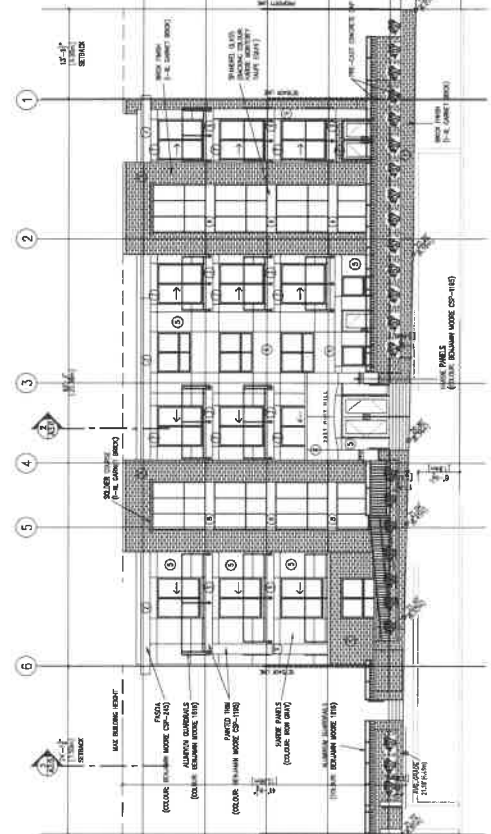
DP000334 (5)



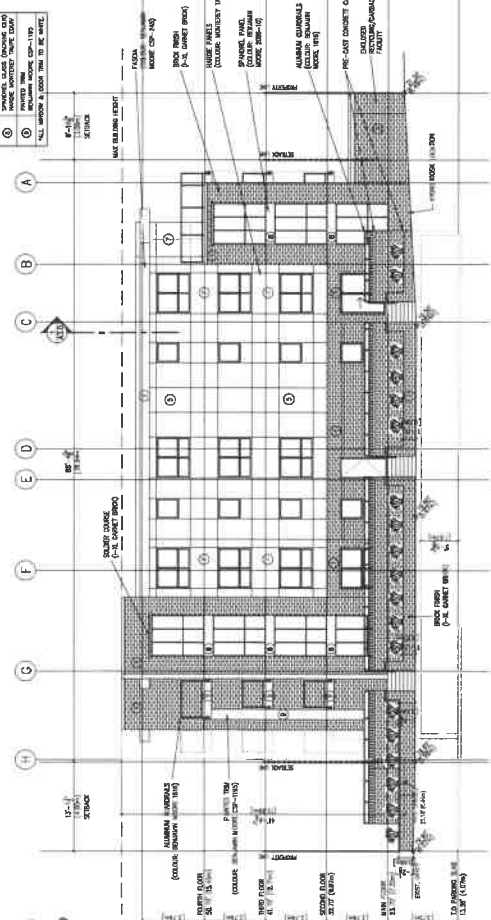
2. WEST ELEVATION
 A2.0 SCALE: 1/8" = 1'-0"



1. SOUTH ELEVATION
 A2.0 SCALE: 1/8" = 1'-0"



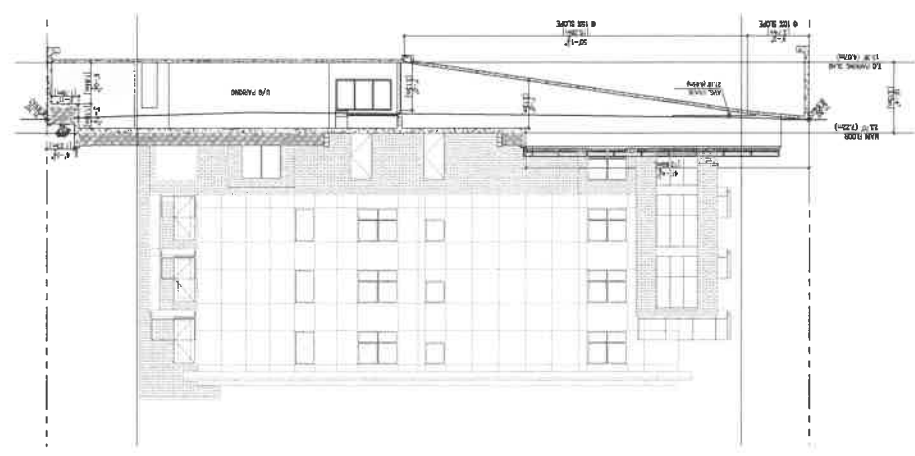
4. EAST ELEVATION
 A2.0 SCALE: 1/8" = 1'-0"



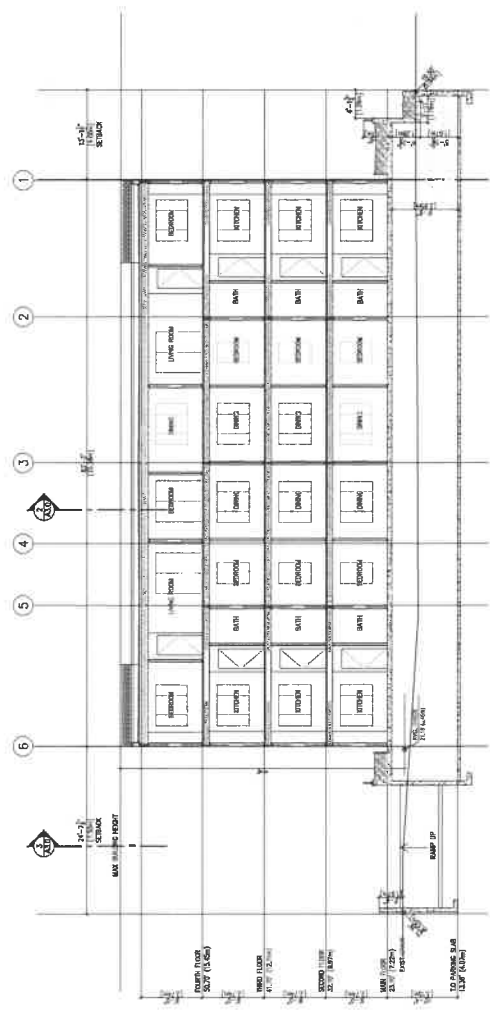
3. NORTH ELEVATION
 A2.0 SCALE: 1/8" = 1'-0"

LEVEL	DESCRIPTION	REMARKS
1	PRE-CAST CONCRETE CAP	CP-115
2	ALUMINUM CLADDING	CP-115
3	PAINTED IRON	CP-115
4	BRICK PILES (EXISTING BRICKWORK)	CP-115
5	RECYCLING POD LOCATION	CP-115
6	EXISTING RECYCLING/STORAGE FACILITY	CP-115
7	RECYCLING POD LOCATION	CP-115
8	PRE-CAST CONCRETE CAP	CP-115
9	ALUMINUM CLADDING	CP-115
10	PAINTED IRON	CP-115
11	BRICK PILES (EXISTING BRICKWORK)	CP-115
12	RECYCLING POD LOCATION	CP-115
13	EXISTING RECYCLING/STORAGE FACILITY	CP-115
14	RECYCLING POD LOCATION	CP-115
15	PRE-CAST CONCRETE CAP	CP-115
16	ALUMINUM CLADDING	CP-115
17	PAINTED IRON	CP-115
18	BRICK PILES (EXISTING BRICKWORK)	CP-115
19	RECYCLING POD LOCATION	CP-115
20	EXISTING RECYCLING/STORAGE FACILITY	CP-115
21	RECYCLING POD LOCATION	CP-115
22	PRE-CAST CONCRETE CAP	CP-115
23	ALUMINUM CLADDING	CP-115
24	PAINTED IRON	CP-115
25	BRICK PILES (EXISTING BRICKWORK)	CP-115
26	RECYCLING POD LOCATION	CP-115
27	EXISTING RECYCLING/STORAGE FACILITY	CP-115
28	RECYCLING POD LOCATION	CP-115
29	PRE-CAST CONCRETE CAP	CP-115
30	ALUMINUM CLADDING	CP-115
31	PAINTED IRON	CP-115
32	BRICK PILES (EXISTING BRICKWORK)	CP-115
33	RECYCLING POD LOCATION	CP-115
34	EXISTING RECYCLING/STORAGE FACILITY	CP-115
35	RECYCLING POD LOCATION	CP-115
36	PRE-CAST CONCRETE CAP	CP-115
37	ALUMINUM CLADDING	CP-115
38	PAINTED IRON	CP-115
39	BRICK PILES (EXISTING BRICKWORK)	CP-115
40	RECYCLING POD LOCATION	CP-115
41	EXISTING RECYCLING/STORAGE FACILITY	CP-115
42	RECYCLING POD LOCATION	CP-115
43	PRE-CAST CONCRETE CAP	CP-115
44	ALUMINUM CLADDING	CP-115
45	PAINTED IRON	CP-115
46	BRICK PILES (EXISTING BRICKWORK)	CP-115
47	RECYCLING POD LOCATION	CP-115
48	EXISTING RECYCLING/STORAGE FACILITY	CP-115
49	RECYCLING POD LOCATION	CP-115
50	PRE-CAST CONCRETE CAP	CP-115
51	ALUMINUM CLADDING	CP-115
52	PAINTED IRON	CP-115
53	BRICK PILES (EXISTING BRICKWORK)	CP-115
54	RECYCLING POD LOCATION	CP-115
55	EXISTING RECYCLING/STORAGE FACILITY	CP-115
56	RECYCLING POD LOCATION	CP-115
57	PRE-CAST CONCRETE CAP	CP-115
58	ALUMINUM CLADDING	CP-115
59	PAINTED IRON	CP-115
60	BRICK PILES (EXISTING BRICKWORK)	CP-115
61	RECYCLING POD LOCATION	CP-115
62	EXISTING RECYCLING/STORAGE FACILITY	CP-115
63	RECYCLING POD LOCATION	CP-115
64	PRE-CAST CONCRETE CAP	CP-115
65	ALUMINUM CLADDING	CP-115
66	PAINTED IRON	CP-115
67	BRICK PILES (EXISTING BRICKWORK)	CP-115
68	RECYCLING POD LOCATION	CP-115
69	EXISTING RECYCLING/STORAGE FACILITY	CP-115
70	RECYCLING POD LOCATION	CP-115
71	PRE-CAST CONCRETE CAP	CP-115
72	ALUMINUM CLADDING	CP-115
73	PAINTED IRON	CP-115
74	BRICK PILES (EXISTING BRICKWORK)	CP-115
75	RECYCLING POD LOCATION	CP-115
76	EXISTING RECYCLING/STORAGE FACILITY	CP-115
77	RECYCLING POD LOCATION	CP-115
78	PRE-CAST CONCRETE CAP	CP-115
79	ALUMINUM CLADDING	CP-115
80	PAINTED IRON	CP-115
81	BRICK PILES (EXISTING BRICKWORK)	CP-115
82	RECYCLING POD LOCATION	CP-115
83	EXISTING RECYCLING/STORAGE FACILITY	CP-115
84	RECYCLING POD LOCATION	CP-115
85	PRE-CAST CONCRETE CAP	CP-115
86	ALUMINUM CLADDING	CP-115
87	PAINTED IRON	CP-115
88	BRICK PILES (EXISTING BRICKWORK)	CP-115
89	RECYCLING POD LOCATION	CP-115
90	EXISTING RECYCLING/STORAGE FACILITY	CP-115
91	RECYCLING POD LOCATION	CP-115
92	PRE-CAST CONCRETE CAP	CP-115
93	ALUMINUM CLADDING	CP-115
94	PAINTED IRON	CP-115
95	BRICK PILES (EXISTING BRICKWORK)	CP-115
96	RECYCLING POD LOCATION	CP-115
97	EXISTING RECYCLING/STORAGE FACILITY	CP-115
98	RECYCLING POD LOCATION	CP-115
99	PRE-CAST CONCRETE CAP	CP-115
100	ALUMINUM CLADDING	CP-115

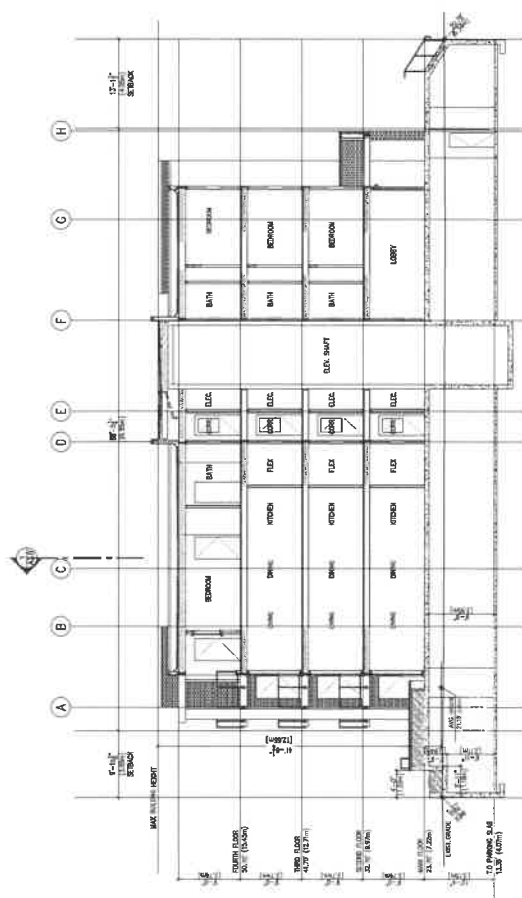
DP000334 (6)



3 RAMP SECTION
 A3.0 SCALE 1/8" = 1'-0"

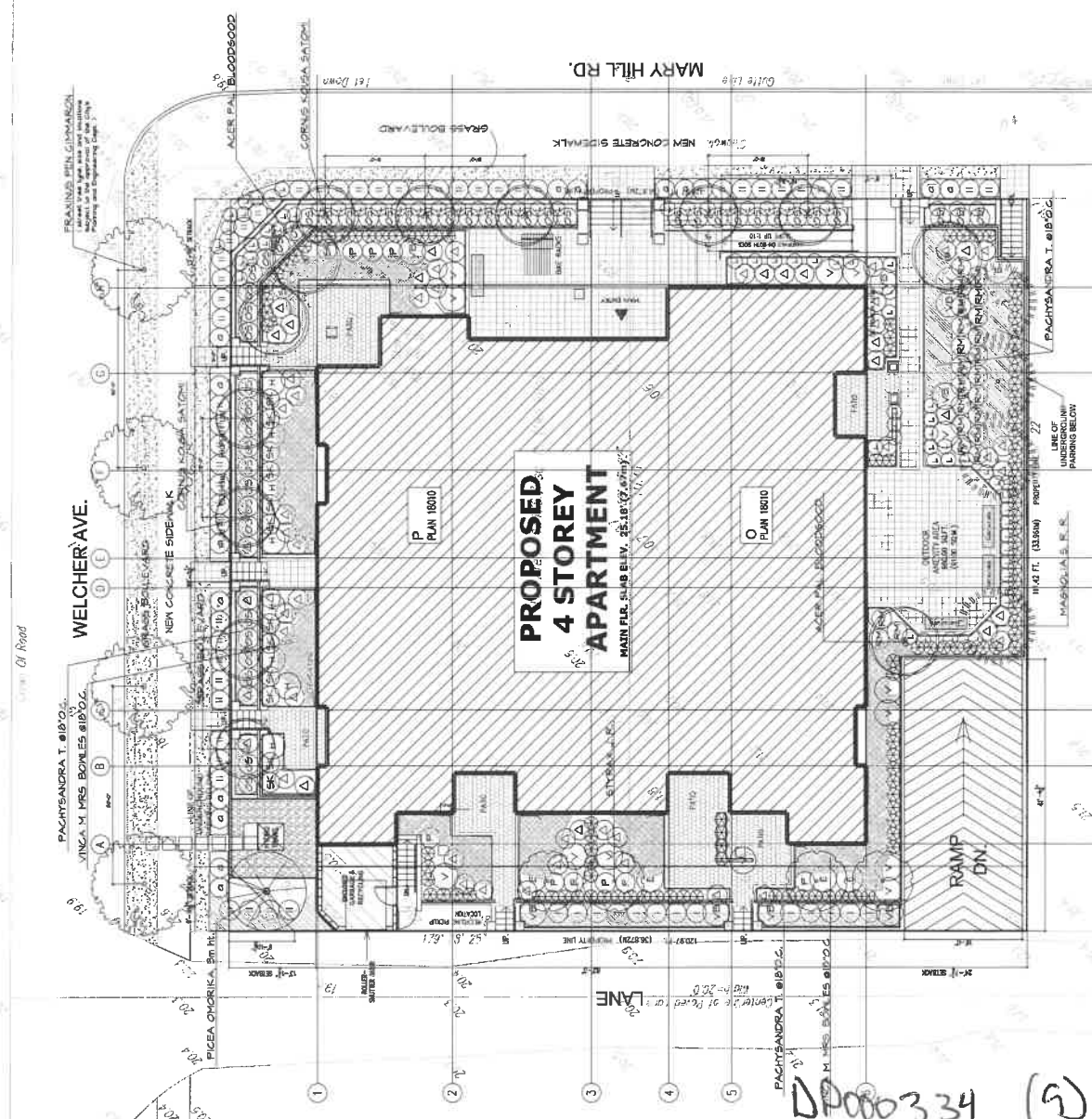


1 N/S SECTION
 A3.0 SCALE 1/8" = 1'-0"



2 E/W SECTION
 A3.0 SCALE 1/8" = 1'-0"

DP000334 (7)

[illegible]

NOTE:

1. All plant materials shall meet or exceed BSCL/BSCLMA Standard
2. All grass seeds will be sodded unless otherwise indicated.
3. All trees shall be 1 1/2" to 2" calipers at the nursery during 5/15/2020.
4. For all other equipment, see Landscape Specifications Detail.

(Spec. is to be included for "tendering & construction use")

#5	Nov.26, 18	Relocation of prop. Idealism in Melcher. Area adjacent gross block.
#6	Nov. 1, 18	Major overall revision on prop. Architects' layout, change on June 1, 2018
#7	Nov. 1, 18	Major overall revision on prop. Architects' layout, change on June 1, 2018
		added section, revised time and added corner, revised print, etc.
		REVISION
NO.	DATE	DESCRIPTION

COPIES OF ALL PLANS MADE:
 1. 1/2" scale drawings of all plans
 2. 1/4" scale drawings of all plans
 3. 1/8" scale drawings of all plans
 4. 1/16" scale drawings of all plans
 5. 1/32" scale drawings of all plans
 6. 1/64" scale drawings of all plans
 7. 1/128" scale drawings of all plans
 8. 1/256" scale drawings of all plans
 9. 1/512" scale drawings of all plans
 10. 1/1024" scale drawings of all plans
 11. 1/2048" scale drawings of all plans
 12. 1/4096" scale drawings of all plans
 13. 1/8192" scale drawings of all plans
 14. 1/16384" scale drawings of all plans
 15. 1/32768" scale drawings of all plans
 16. 1/65536" scale drawings of all plans
 17. 1/131072" scale drawings of all plans
 18. 1/262144" scale drawings of all plans
 19. 1/524288" scale drawings of all plans
 20. 1/1048576" scale drawings of all plans
 21. 1/2097152" scale drawings of all plans
 22. 1/4194304" scale drawings of all plans
 23. 1/8388608" scale drawings of all plans
 24. 1/16777216" scale drawings of all plans
 25. 1/33554432" scale drawings of all plans
 26. 1/67108864" scale drawings of all plans
 27. 1/134217728" scale drawings of all plans
 28. 1/268435456" scale drawings of all plans
 29. 1/536870912" scale drawings of all plans
 30. 1/1073741824" scale drawings of all plans
 31. 1/2147483648" scale drawings of all plans
 32. 1/4294967296" scale drawings of all plans
 33. 1/8589934592" scale drawings of all plans
 34. 1/17179869184" scale drawings of all plans
 35. 1/34359738368" scale drawings of all plans
 36. 1/68719476736" scale drawings of all plans
 37. 1/137438953472" scale drawings of all plans
 38. 1/274877907344" scale drawings of all plans
 39. 1/549755814688" scale drawings of all plans
 40. 1/1099511629376" scale drawings of all plans
 41. 1/2199023258752" scale drawings of all plans
 42. 1/4398046517504" scale drawings of all plans
 43. 1/8796093035008" scale drawings of all plans
 44. 1/17592186070016" scale drawings of all plans
 45. 1/35184372140032" scale drawings of all plans
 46. 1/70368744280064" scale drawings of all plans
 47. 1/140737488560128" scale drawings of all plans
 48. 1/281474977120256" scale drawings of all plans
 49. 1/562949954240512" scale drawings of all plans
 50. 1/1125899908481024" scale drawings of all plans
 51. 1/2251799816962048" scale drawings of all plans
 52. 1/4503599633924096" scale drawings of all plans
 53. 1/9007199267848192" scale drawings of all plans
 54. 1/18014398535696384" scale drawings of all plans
 55. 1/36028797071392768" scale drawings of all plans
 56. 1/72057594142785536" scale drawings of all plans
 57. 1/144115188285571072" scale drawings of all plans
 58. 1/288230376571142144" scale drawings of all plans
 59. 1/576460753142284288" scale drawings of all plans
 60. 1/1152921506284568576" scale drawings of all plans
 61. 1/2305843012569137152" scale drawings of all plans
 62. 1/4611686025138274304" scale drawings of all plans
 63. 1/9223372050276548608" scale drawings of all plans
 64. 1/18446744100553097216" scale drawings of all plans
 65. 1/36893488201106194432" scale drawings of all plans
 66. 1/73786976402212388864" scale drawings of all plans
 67. 1/14757395280442477728" scale drawings of all plans
 68. 1/29514790560884955456" scale drawings of all plans
 69. 1/59029581121769910912" scale drawings of all plans
 70. 1/118059162243539821824" scale drawings of all plans
 71. 1/236118324487079643648" scale drawings of all plans
 72. 1/472236648974159287296" scale drawings of all plans
 73. 1/944473297948318574592" scale drawings of all plans
 74. 1/1888946595896637149184" scale drawings of all plans
 75. 1/3777893191793274298368" scale drawings of all plans
 76. 1/7555786383586548596736" scale drawings of all plans
 77. 1/15111572767173097193472" scale drawings of all plans
 78. 1/30223145534346194386944" scale drawings of all plans
 79. 1/60446291068692388773888" scale drawings of all plans
 80. 1/120892582137384777547776" scale drawings of all plans
 81. 1/241785164274769555095552" scale drawings of all plans
 82. 1/483570328549539110191104" scale drawings of all plans
 83. 1/967140657099078220382208" scale drawings of all plans
 84. 1/1934281314198156440764416" scale drawings of all plans
 85. 1/3868562628396312881528832" scale drawings of all plans
 86. 1/7737125256792625763057664" scale drawings of all plans
 87. 1/15474250513585251526115328" scale drawings of all plans
 88. 1/30948501027170503052230656" scale drawings of all plans
 89. 1/61897002054341006104461312" scale drawings of all plans
 90. 1/123794004108682012208922624" scale drawings of all plans
 91. 1/247588008217364024417845248" scale drawings of all plans
 92. 1/495176016434728048835690496" scale drawings of all plans
 93. 1/990352032869456097671380992" scale drawings of all plans
 94. 1/1980704065738912195342761984" scale drawings of all plans
 95. 1/3961408131477824390685523968" scale drawings of all plans
 96. 1/7922816262955648781371047936" scale drawings of all plans
 97. 1/15845632525911297562742095872" scale drawings of all plans
 98. 1/31691265051822595125484191744" scale drawings of all plans
 99. 1/63382530103645190250968383488" scale drawings of all plans
 100. 1/126765060207290380501936766976" scale drawings of all plans
 101. 1/253530120414580761003873533952" scale drawings of all plans
 102. 1/507060240829161522007747067904" scale drawings of all plans
 103. 1/1014120481578323044015494135808" scale drawings of all plans
 104. 1/2028240963156646088030988271616" scale drawings of all plans
 105. 1/4056481926313292176061976543232" scale drawings of all plans
 106. 1/8112963852626584352123953086464" scale drawings of all plans
 107. 1/162259277052531687042479061728" scale drawings of all plans
 108. 1/324518554105063374084958123456" scale drawings of all plans
 109. 1/649037108210126748169916246912" scale drawings of all plans
 110. 1/1298074216420253493319932538224" scale drawings of all plans
 111. 1/2596148432840506986639865076448" scale drawings of all plans
 112. 1/519229686568101397327973



Schedule A

Energy Conservation:

Conservation Measure	Verification Method
The building shall be designed and constructed to comply with step 3 of the BC Energy Step Code.	BP stage; written confirmation by Architect along with staff review of BP submission
Install high efficiency glazing	BP stage; staff review of building plans
Windows can be opened for natural ventilation	BP stage; staff review of building plans
Appliances are to be Energy Star rated	BP stage; written confirmation by Architect
All exterior lights are shielded to cut down light pollution	BP stage; written confirmation by Architect

Water conservation:

Conservation Measure	Verification Method
Provide sufficient depth of topsoil for well rooted plantings	DP and BP stage; staff review of landscape drawing, site inspection by Landscape Architect and City Arborist
Installation of high efficiency automated mechanical irrigation system	DP and BP stage; staff review of landscape drawing, site inspection by Landscape Architect and City Arborist
Stormceptors and oil interceptors will be installed	BP stage; staff review of building plans and inspections
Install low flow toilets and faucets	BP stage; staff review of building plans and inspections

GHG Reduction:

Conservation Measure	Verification Method
The building shall be designed and constructed to comply with step 3 of the BC Energy Step Code.	BP stage; written confirmation by Architect along with staff review of BP submission
Accessible storage space for garbage, recycling and organic waste will be provided.	DP and BP stage; staff review of building plans
Bicycle storage lockers and outdoor bike racks are provided to support alternate transportation.	DP and BP stage; staff review of building plans
Use low-emission adhesives, sealants, paints, and floor coverings	BP stage; written confirmation by Architect

per OCP Sec. 9.11 Environmental Conservation DPA designation

RECOMMENDATION:

That Committee of Council direct staff to:

1. Prepare the 2019 utility rate bylaws based on the draft budget as presented in the January 8, 2019, staff report, "2019 Draft Utility Rates", and
2. Prepare a policy governing the use of the rate stabilization reserves based on the guidelines outlined in the January 8, 2019, staff report, "2019 Draft Utility Rates".

PREVIOUS COUNCIL/COMMITTEE ACTION

None

REPORT SUMMARY

The 2019 draft utility budgets represent a 4.05% increase in water and 0.82% in sewer rates over 2018. The principal factors driving this increase are an increase in Metro Vancouver charges for bulk water purchases and sanitary sewer discharge, and an increase in the amount transferred to the long term infrastructure reserves. As Metro Vancouver is forecasting increases in excess of 6% over the next 5 years, this report also recommends some policy guidelines for the use of the rate stabilization reserves to help offset the impact of Metro Vancouver rate increases.

BACKGROUND

Annually the utilities section safely delivers approximately 9.2 million cubic meters of high quality potable water to its 24,887 serviced customers within the City. Employees operate, maintain and construct a city-wide transmission and distribution system that delivers safe and reliable drinking water and ensures adequate flows and pressures are maintained for the City's fire protection needs. The utilities section also provides an essential service for the collection and disposal of liquid wastewater. Employees in this area operate, maintain and construct collection infrastructure that mitigates environmental impact as a result of blockages and overflows, and transfer of wastewater to treatment facilities.

To pay for these services, the city charges utility rates on a user pay basis. Residential units pay a flat rate whereas commercial units are metered and pay based on usage. Water and sewer regulation bylaws are brought to Council in advance of the remainder of the City's budget in order to ensure that utility bills are mailed out to property owners by the second week of February, to be paid by March 31st. This results in cash for the year being available in advance of property tax collection in July.

For a number of years, Metro Vancouver has been forecasting increases to its rates to offset borrowing costs related to capital construction. Until recently, those increases hadn't come to fruition and accordingly, the City's water rate has been flat from 2014-2016 and 2018; and the

2019 Draft Utility Rates

City's sewer rate has been flat from 2013-2017. While City rates have been flat, the City has been setting aside \$80,000 annually in water and sewer rate stabilization reserves to smooth the impact of future increases. As of the end of 2018 the water rate stabilization reserve is projected to have \$1.02 million and the sewer rate stabilization reserve is projected to have \$325 thousand (the sewer reserve balance is lower as contributions did not start until 2015).

Utility budgets also include contributions to water and sewer infrastructure reserves. These annual contributions of \$2.0 million and \$702 thousand respectively are to fund the replacement/enhancement of utility infrastructure (pipes, pumps, valves, etc); major repairs and maintenance; studies; and other expenditures that are not part of regular operations. Contributions can either be spent in the year they are made, or used in a future year.

The city has also been setting aside 1% of the prior year's utility levy revenue on a cumulative basis for long term infrastructure replacement. This funding is intended to help fund the anticipated replacement of aging infrastructure as major portions of the City's older infrastructure comes up for replacement.

DISCUSSION

The 2019 draft utility budget is based on maintaining 2018 service levels. As such, changes reflect inflation and other contractual increases and do not contain any proposed enhancements or reductions to services. To offset the impact of increases in water rates, staff propose removing the 2019 contribution to the water rate stabilization reserve.

FINANCIAL IMPLICATIONS

The following table provides a breakdown of the 2019 draft water utility budget by program area.

Figure 1: Water Utility Budget By Program

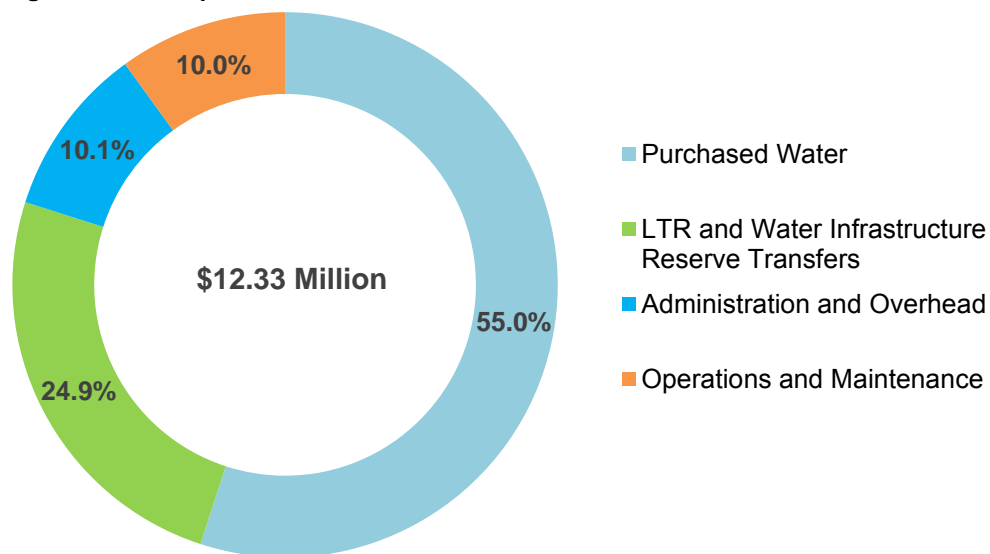
	2018 Approved Budget	2019 Draft Budget	\$ Change	% Change
Revenues				
Utility Levies	\$ 11,489,400	\$12,159,500	\$670,100	5.83%
Other Revenues	143,000	168,200	25,200	17.62%
	\$ 11,632,400	\$ 12,327,700	\$ 695,300	
Expenses				
Administration and Overhead	\$ 1,244,100	1,246,400	2,300	0.18%
General Maintenance	778,900	797,200	18,300	2.35%
Fire Hydrant Maintenance	106,400	109,000	2,600	2.44%
Valve Maintenance	70,100	71,700	1,600	2.28%
Pump Station Maintenance	84,600	85,600	1,000	1.18%

2019 Draft Utility Rates

Water Meters	98,700	99,900	1,200	1.22%
Miscellaneous Water Work	65,500	67,000	1,500	2.29%
Purchased Water	6,151,200	6,783,300	632,100	10.28%
	\$ 8,599,500	\$ 9,260,100	\$660,600	
Net Reserve Transfers				
To LTR and Water Infrastructure	\$ 2,952,900	\$ 3,067,600	\$ 114,700	3.88%
To (From) Rate Stabilization	80,000	-	(80,000)	-100.00%
	\$ 3,032,900	\$ 3,067,600	\$ 34,700	
Net Water Budget	\$ -	\$ -	\$ -	- %

The Community Charter requires that proposed expenditures and transfers to other funds must not exceed the total of the proposed funding sources and transfers from other funds for the year (i.e. the organization cannot budget for a surplus/deficit). As such, after factoring revenues, expenses and transfers to and from reserve, the net water budget balances to \$0.

Figure 2: 2019 Budgeted Water Expenditures



Payments to Metro Vancouver represent over 55% of the expenses while transfers to the Water LTR & Infrastructure reserves make up a further 25% of the total. Operations and maintenance represent 10% of the total.

2019 Draft Utility Rates

The draft 2019 water budget results in the following impact to residential and commercial properties.

Figure 3: Impact to Residential Properties

Rate Class	2018 Levy	2019 Proposed Levy	2019 \$ Increase	2019 % Increase
Single Family Dwelling	\$ 430.63	\$ 448.05	\$ 17.42	4.05%
Secondary Suite	\$ 430.63	\$ 448.05	\$ 17.42	4.05%
Townhouse	\$ 403.40	\$ 419.72	\$ 16.32	4.05%
Apartment	\$ 383.23	\$ 398.74	\$ 15.51	4.05%

Figure 4: Impact to Commercial Properties

Rate Class	2018 Example Levy	2019 Estimated Levy	2019 \$ Increase	2019 % Increase
Low Volume Retail	\$ 1,953.14	\$ 2,032.24	\$ 79.10	4.05%
Medium Volume Retail	\$ 6,145.21	\$ 6,394.08	\$ 248.87	4.05%
High Volume Retail	\$ 22,637.94	\$ 23,554.76	\$ 916.82	4.05%
Large Industrial	\$ 363,390.05	\$ 378,107.36	\$ 14,717.31	4.05%

The following table provides a breakdown of the 2019 draft sewer utility budget by program area.

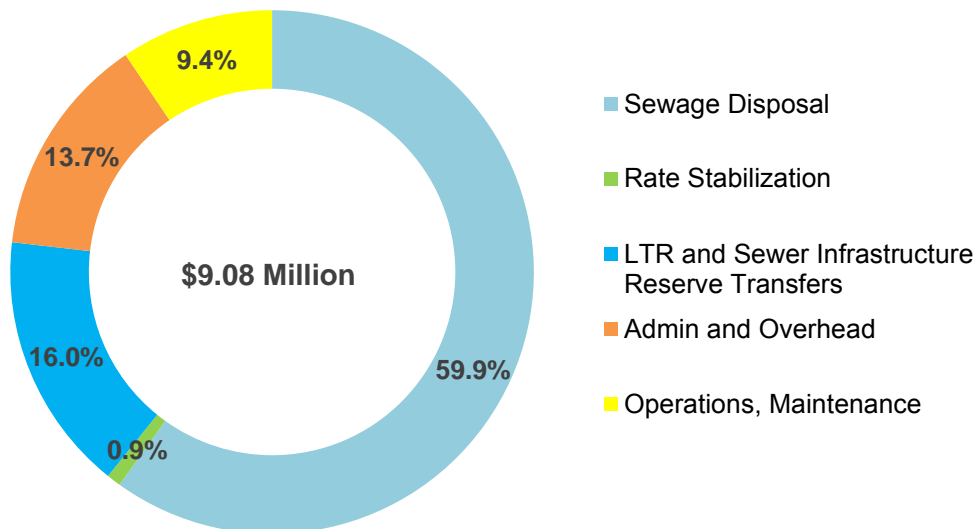
Figure 5: Sewer Utility Budget By Program

	2018 Approved Budget	2019 Draft Budget	\$ Change	% Change
Revenues				
Utility Levies	\$ 8,588,800	\$ 9,021,100	\$ 432,300	5.03%
Other Revenues	56,800	63,000	6,200	10.92%
	\$ 8,645,600	\$ 9,084,100	\$ 438,500	
Expenses				
Administration and Overhead	\$ 1,245,400	\$ 1,247,700	\$ 2,300	0.18%
General Maintenance	478,000	489,200	11,200	2.34%
Lift Station Maintenance	362,900	369,200	6,300	1.74%
Sewage Disposal	5,108,300	5,441,300	333,000	6.52%
	\$ 7,194,600	\$ 7,547,400	\$ 352,800	
Net Reserve Transfers				
To LTR and Water Infrastructure	1,371,000	1,456,700	\$ 85,700	6.25%
To (From) Rate Stabilization	80,000	80,000	-	0.00%
	\$ 1,451,000	\$ 1,536,700	\$ 85,700	
Net Sewer Budget	\$ -	\$ -	\$ -	- %

2019 Draft Utility Rates

The Community Charter requires that proposed expenditures and transfers to other funds must not exceed the total of the proposed funding sources and transfers from other funds for the year (i.e. the organization cannot budget for a surplus). As such, after factoring revenues, expenses and transfers to and from reserve, the net sewer budget balances to \$0.

Figure 6: 2019 Budgeted Sewer Expenditures



Payments to Metro Vancouver represent over 59% of the expenses while transfers to the Sewer LTR & Infrastructure reserves make up a further 16% of the total. Operations and maintenance represent 9.4% of the total.

The draft 2019 utility budget results in the following impact to residential and commercial properties.

Figure 7: Impact to Residential Properties

Rate Class	2018 Levy	2019 Proposed Levy	2019 \$ Increase	2019 % Increase
Single Family Dwelling	\$ 329.72	\$ 332.43	\$ 2.71	0.82%
Secondary Suite	\$ 329.72	\$ 332.43	\$ 2.71	0.82%
Townhouse	\$ 309.24	\$ 311.78	\$ 2.54	0.82%
Apartment	\$ 293.08	\$ 295.49	\$ 2.41	0.82%

Figure 8: Impact to Commercial Properties

Rate Class	2018 Example Levy	2019 Estimated Levy	2019 \$ Increase	2019 % Increase
Low Volume Retail	\$ 520.06	\$ 524.32	\$ 4.26	0.82%
Medium Volume Retail	\$ 4,483.51	\$ 4,520.28	\$ 36.77	0.82%
High Volume Retail	\$ 20,076.73	\$ 20,241.36	\$ 164.63	0.82%
Large Industrial	\$ 342,244.40	\$ 345,050.80	\$ 2,806.40	0.82%

2019 Draft Utility Rates

Seniors' Discount

In 2018 the seniors' discount was given to seniors whose income did not exceed \$24,602 or had a household income that did not exceed \$30,630. Historically the uptake of the seniors' discount has been consistent, however 2018 saw a 16% increase in the number of properties claiming the discount.

Figure 9: Senior's Discount - Five Year Trend

Rate Class	2015	2016	2017	2018
# of Senior's Discounts	125	123	125	145
Total Cost	\$ 91,949	\$90,298	\$ 93,549	\$ 110,347

The 2019 seniors' waiver is based on the taxpayer's 2017 Revenue Canada Notice of Assessment, which will be the most recent information available in February and March when the discounts are being processed. Since Statistics Canada no longer publishes the low-income threshold, the annual threshold for the seniors' discount will be increased by the amount of the Statistics Canada CPI increase for Vancouver each year. In this case, the increase was 2.5% for 2017.

Offsetting Future Impact to Residents and Businesses

Metro Vancouver's five year financial plan includes the following projections for rate increases:

Figure 10: Metro Vancouver Five Year Forecast

Rate	2019	2020	2021	2022	2023
Water	5.81%	10.0%	9.5%	10.5%	10.5%
Sewer	6.52%	7.1%	10.4%	10.6%	6.5%

To offset the impact of upcoming rate increases, staff propose the use of the water and sewer rate stabilization reserves under the following guidelines:

- Target utility rate: The city will target a utility rate increase between 2.0% to 4.5%.
- Use of rate stabilization reserve: The city will use the reserve to reduce the rate increase to 4.5% in years where it would otherwise exceed 4.5%. To smooth rate increases over a three year period, withdrawals from the reserve in a given year should not exceed 1/3 of the opening balance.
- Contribution to rate stabilization reserve: In years where the rate increase falls below 2.0% the city will make a contribution of up to \$80,000 to the reserve with a cap such that the rate increase does not exceed 2.0%. No contribution will be made in years where the rate increase exceeds 2.0%.


Utilization of the rate stabilization reserve provides only temporary relieve from rate increases. Based on Metro Vancouver's five year forecast, using the aforementioned guidelines for rate stabilization, the water reserve would be depleted in 2022 and the sewer reserve would be

2019 Draft Utility Rates

depleted by 2023. At the point the reserve is depleted, the funding previously provided by the rate stabilization reserve would need to be offset by a rate increase. This means that increases in 2022 and onwards would potentially exceed the 4.5% cap. However, ideally, Metro Vancouver costs would subside prior to the depletion of the rate stabilization reserves, thereby allowing those balances to replenish and become available to offset future increases.

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Direct staff to prepare the utility rate bylaws for 2019 based on the draft budget and direct staff to draft a policy based on the guidelines noted in this report.
2	Direct staff to prepare the utility rate bylaws for 2019 based on an amended budget.
3	Direct staff to bring back additional information to committee for consideration.

Lead author(s): Farouk Zaba

Event Society Funding – 2019 Late Budget Request

RECOMMENDATION:

That Committee direct staff to include the late budget request for Event Society Funding as a decision package for 2019 budget deliberations.

PREVIOUS COUNCIL/COMMITTEE ACTION

At the April 10, 2018, Finance & Budget Committee meeting, the following motion was passed:

That Finance and Budget Committee approve the 2019 financial plan schedule as presented in the April 10, 2018, staff report “2019 Financial Plan Schedule”.

BACKGROUND


In April, the Finance and Budget Committee approved the schedule for the 2019 financial plan. This schedule included a deadline of November 29 for operating budget and workplan requests. A request was received on December 19, 2018 for \$50,000 in one-time funds in support of the event society for their hosting of 2 new events and 2 existing events to be held in 2019.

DISCUSSION

The purpose of the budget schedule is to ensure sufficient time for the preparation and deliberation of the budget in order to meet the May 15 statutory deadline for adopting the financial plan. Because of the election the City is starting the 2019 later than usual, and as a result, the schedule has little wiggle room. As such, staff would normally recommend that late items are deferred to the next budget cycle, however, because the request is time sensitive (i.e. is specifically for 2019 events) and the funding is one-time (i.e. does not have an impact on taxation), staff recommend that committee direct staff to include the request as a decision package for the 2019 budget deliberations.

OPTIONS

(Check = Staff Recommendation)

#	Description
1 	Direct staff to include the late budget request for Event Society Funding as a decision package for 2019 budget deliberations.
2	Do not include the late budget request as a decision package.

Lead author(s): Farouk Zaba