

Tuesday, June 23, 2020, 6:00 p.m.

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

Pages

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Recommendation:

That the Tuesday, June 23, 2020, Council Meeting Agenda be adopted as circulated.

3. CONFIRMATION OF MINUTES

3.1 Minutes of Council Meetings

1

Recommendation:

That the minutes of the following Council Meetings be adopted:

- *June 9, 2020.*

4. PROCLAMATIONS

4.1 June 2020 - Pride Month

4

5. DELEGATIONS

None.

6. PUBLIC HEARINGS

None.

7. BYLAWS

7.1 Pilot Project - Alcohol in City Parks - First Three Readings and Adoption

5

Recommendation:

That Council give "Consumption of Liquor in Public Places Bylaw No. 4185"

and “Park and Facilities Amendment Bylaw No. 4186” first three readings and adoption.

7.2 Zoning Amendment Bylaw for 2156 Salisbury Avenue - Adoption 23

Recommendation:

That Council adopt Zoning Amendment Bylaw No. 4148.

7.3 Housing Agreement, OCP Amendment and Zoning Amendment Bylaws for 2117 Prairie Avenue - Adoption 25

Recommendation:

That Council adopt Housing Agreement Bylaw No. 4181, OCP Amendment Bylaw No. 4075 and Zoning Amendment Bylaw No. 4076.

8. REPORTS

8.1 2019 Statement of Financial Information and Annual Report 50

Recommendation:

That Council approve the City’s 2019 Statement of Financial Information.

9. NEW BUSINESS

10. RESOLUTION TO CLOSE

10.1 Resolution to Close

Recommendation:

That the Council Meeting of Tuesday, June 23, 2020, be closed to the public pursuant to the following subsections(s) of Section 90(1) of the Community Charter:

Item 5.1

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

l. discussions with municipal officers and employees respecting municipal objectives, measures and progress reports for the purposes of preparing an annual report under section 98 [annual municipal report].

11. ADJOURNMENT

11.1 Adjournment of the Meeting

Recommendation:

That the Tuesday, June 23, 2020, Council Meeting be adjourned.

12. MEETING NOTES



Council Minutes

Tuesday, June 9, 2020

Council Chambers

3rd Floor City Hall, 2580 Shaughnessy Street, Port Coquitlam, BC

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 6:09 p.m.

2. ADOPTION OF THE AGENDA

2.1 Adoption of the Agenda

Moved-Seconded:

That the Tuesday, June 9, 2020, Council Meeting Agenda be adopted as circulated.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

3. CONFIRMATION OF MINUTES

3.1 Minutes of Council Meetings

Moved-Seconded:

That the minutes of the following Council Meetings be adopted:

- *April 28, 2020, Regular Council*
- *May 12, 2020, Regular Council*
- *May 26, 2020, Special Council.*

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

4. PROCLAMATIONS

Mayor West proclaimed June 14-20, 2020, as "Grad 2020 Week" in the City of Port Coquitlam.

5. DELEGATIONS

None.

6. PUBLIC HEARINGS

6.1 Zoning Amendment Bylaw for 2951 Coast Meridian Road

No public comments.

7. BYLAWS

7.1 Zoning Amendment Bylaw for 2951 Coast Meridian Road - Third Reading

Moved-Seconded:

That Council give Zoning Amendment Bylaw, No. 4179 for 2951 Coast Meridian Road third reading.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

7.2 Housing Agreement Bylaw for 2117 Prairie Avenue (Metro Vancouver and Atira Women's Resource Society) - First Three Readings

Moved-Seconded:

That Council give Housing Agreement Bylaw, No. 4181 for 2117 Prairie Avenue (Metro Vancouver and Atira Women's Resource Society) first three readings.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

7.3 Fire and Emergency Services Amendment Bylaw for Outdoor Gas Appliances - First Three Readings and Adoption

Moved-Seconded:

That Council give Fire and Emergency Services Amendment Bylaw, No. 4182 for Outdoor Gas Appliances first three readings and adoption.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

8. REPORTS

8.1 Staff-Council Communication Protocols Policy

Moved-Seconded:

That Council approve the “Staff/Council Communication Protocols Policy.

In Favour (6): Mayor West, Councillor Darling, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Opposed (1): Councillor Dupont

Carried

9. NEW BUSINESS

Council provided updates related to community events.

10. ADJOURNMENT

10.1 Adjournment of the Meeting

Moved-Seconded:

That the Tuesday, June 9, 2020, Council Meeting be adjourned at 6:59 p.m.

In Favour (7): Mayor West, Councillor Darling, Councillor Dupont, Councillor McCurrach, Councillor Penner, Councillor Pollock, and Councillor Washington

Carried

11. MEETING NOTES

None.

Mayor

Corporate Officer

PROCLAMATION

WHEREAS Port Coquitlam is a welcoming, diverse and inclusive community, where we enthusiastically recognize and celebrate the valuable contributions of our LGBTQ2S+ residents, and

WHEREAS Pride Month celebrates members of the LGBTQ2S+ community who continue to fight for equality, and also presents an opportunity to reflect on the progress made to recognize and protect the rights of the LGBTQ2S+ community; and

WHEREAS Pride Month is a way to honor and respect all people, regardless of their gender identity or sexual orientation, and to continue to nurture a barrier-free community, where everyone's uniqueness, talents and full participation is the norm.

NOW THEREFORE: I, Brad West, Mayor of the Corporation of the City of Port Coquitlam,

DO HEREBY PROCLAIM

June 2020

as

"Pride Month"

in the City of Port Coquitlam

BWL

Brad West
Mayor



RECOMMENDATION:

THAT Council give first, second, third reading and adopt Consumption of Liquor in Public Places Bylaw, 2020, No. 4185 to permit the consumption of alcohol at Castle Park, Settlers Park, Gates Park, Lions Park, Aggie Park, Evergreen Park and Cedar Park as a pilot project ending October 31, 2020;

AND THAT Council give first, second, third reading and adopt Parks and Facilities Amendment Bylaw, 2003, Amendment Bylaw, 2020, No. 4186;

And THAT Council direct staff to report back at the on the pilot project to permit the responsible consumption of alcohol in Castle Park, Settlers Park, Gates Park, Lions Park, Aggie Park, Evergreen Park and Cedar Park at the conclusion of the pilot project, including public feedback, calls for service, and bylaw enforcement complaints.

PREVIOUS COUNCIL/COMMITTEE ACTION

On June 9, 2020, Committee of Council resolved:

THAT Council directs staff to prepare a bylaw to permit the consumption of alcoholic beverages in public parks, as a pilot project, with the following criteria:

- 1. Pilot project ends October 31st, 2020; and*
- 2. Located in neighbourhood parks with washroom and picnic facilities.*

This report responds to Committee's resolution and provides Council with two draft Bylaws for consideration to designate certain City parks as places where liquor may be consumed in a responsible manner.

REPORT SUMMARY

As an opportunity to continue to support social distancing and encouraging people to spend time outdoors, staff has prepared bylaws to permit the responsible consumption of alcohol at Castle Park, Settlers Park, Gates Park, Lions Park, Aggie Park, Evergreen Park and Cedar Drive Park as a pilot project until October 31, 2020. To implement the project, signage will be installed at park entrances, hours that aligned with daylight hours and launching a community survey to allow for community feedback on the project.

BACKGROUND

During this pandemic, health officials are advising people to get outdoors and to continue to practise social distancing measures. As a result, people are accessing local parks more often and looking to connect with their immediate circle in outdoor settings. Municipalities across the

Pilot Project: Alcohol in City Parks

Province are looking at ways to support and encourage outdoor activities, and looking at relaxations on public liquor consumption in public places and relaxing regulations on restaurants and patios as a means to assist with health orders.

The *Liquor Control and Licensing Act*, section 73 and the *Liquor Control and Licensing Regulations*, section 197 allows municipalities to designate by Bylaw, a public place, or part of a public place where liquor may be consumed. The Bylaw does not require a Public Hearing but does require that public places be designated, the hours during which liquor may be consumed must be indicated and the boundaries of the designated area must be identified by posting signage.

On June 9, 2020, Council directed staff to prepare a bylaw to implement a pilot project to permit the responsible alcohol consumption in the following City parks:

- Castle Park
- Settlers Park
- Gates Park
- Lions Park
- Aggie Park
- Evergreen Park
- Cedar Park

The above parks meet the criteria of providing a combination of the following: picnic tables, picnic shelters, washroom facilities, and have a service level of weekly or bi-weekly visual inspections. Locations without washroom facilities were not considered.

DISCUSSION

Two bylaws are proposed to implement the pilot project. The first is an amendment to the Parks and Facilities Bylaw that currently prohibits the consumption of alcohol in parks. Bylaw No. 4185, Consumption of Liquor in Public Places, authorizes the pilot project and outlines the measures and associated service levels, identifies the locations that are included in the pilot projects, hours and enforcement measures. Parks staff completed a park profile (Attachment 3) for information for each of the proposed City Parks included in the pilot project.

Currently, enforcement of alcohol consumption in the City parks is referred to the RCMP. The pilot project will take the same approach. If any parks or bylaw enforcement staff witness an individual that appears to be intoxicated or underage and consuming alcohol, the RCMP would be called to enforce in the same manner as prior to the pilot project. Parks and Bylaw Enforcement staff will continue to maintain the same service level including inspections and patrols of the City parks. This is the same enforcement approach as other communities that are also undertaking the same pilot project.

Pilot Project: Alcohol in City Parks

Staff is recommending that hours of the pilot project align with daylight hours (dawn until dusk) to ensure people are not drinking in the late evening hours. New signage will be installed at the park entrances that provide information about the pilot project as required by the Liquor Control and Licensing Act Regulations. The City will also install signage that prohibits alcohol beyond park limits for Settlers Park where the park boundary abuts school district lands.

Outside Agencies Comments

RCMP provided the following comments:

- Suggested a buffer from pool in Aggie Park. RCMP receives a number of complaints related drinking at the park in the baseball diamond area from residents to the north.
- Gates Park is an enforcement challenge due to its size and requires bikes and ATVs for patrols, if the entire park is included in the pilot project.
- Suggest the City monitor the pilot project at Lions Park due to the demographics of youth and kids.
- RCMP enforces under the Liquor Control and Licensing Act for liquor related calls. However, RCMP is interested in support from Bylaw Enforcement during the later problematic times.

School District No. 43 provided the following comments:

- Three parks are in close proximity to schools.
- A portion of Settlers Park is owned by the School District and the School District does not wish to have alcohol on its property.
- Gates Park is adjacent to Riverside Secondary. The School District and City have a joint user agreement for Gates Park where staff and students carry on educational programming in portions of the park throughout the school year.
- Cedar Park is immediately adjacent to Cedar Drive Elementary School.
- General comments concerning the safety of students around potentially inappropriate behaviours due to alcohol consumption, poor role modeling and possible access to alcohol by underage students.

Engagement & Opportunity for Community Input

At the direction of Council, community members will be able to provide feedback throughout the pilot project. An open survey will run throughout the course of the pilot project. Staff will summarize the feedback from the community and report back to Council at the conclusion of the pilot project.

FINANCIAL IMPLICATIONS

The pilot project will require the following signage at each location:


- 1-2 signs at park entrances (metal)
- 1-3 signs at shelters / play structures (plastic)
- Up to 3 signs for excluded areas (plastic)

Pilot Project: Alcohol in City Parks

- 1 replacement park bylaw signage (metal)

In total, the pilot project will require 21 metal signs (\$250/sign) and approximately 42 plastic signs (\$50/sign) for a total cost of \$7,350. Staff recommend the cost of this one time pilot project be funded through existing budgets.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Adopt Bylaw No. 4185 and 4186 to implement a pilot project to allow consumption of alcohol at Aggie Park, Castle Park, Cedar Drive Park, Evergreen Park, Gates Park and Lions Park until October 31, 2020 and direct staff to report back to Committee.
	2	Endorse the pilot project with fewer parks based on comments from the RCMP and School District No. 43.
	3	Do not support the pilot project to permit alcohol consumption in City Parks.

ATTACHMENTS

Att#1: Consumption of Liquor in Public Places Bylaw, 2020, No. 4185

Att#2: Parks and Facilities Amending Bylaw, 2003, No. 3421, Amending Bylaw, 2020, No. 4186

Att#3: Park Profiles

Lead author(s): L. Grant, Director of Development Services

Contributing author(s): F. Smith, Director of Engineering and Public Works

CITY OF PORT COQUITLAM

CONSUMPTION OF LIQUOR IN PUBLIC PLACES BYLAW

Bylaw No. 4185

WHEREAS pursuant to section 73(2) of the *Liquor Control and Licensing Act* the Council of the City of Port Coquitlam may designate a public place that it has jurisdiction over as a place where liquor may be consumed;

AND WHEREAS the Council of the City of Port Coquitlam wishes to designate certain parks as a place where liquor may be consumed responsibly;

NOW THEREFORE BE IT RESOLVED that the Municipal Council of the City of Port Coquitlam, in open meeting assembled, hereby enacts as follows:

1. CITATION

This Bylaw is cited as “Consumption of Liquor in Public Places Bylaw”, 2020, No.4185”.

2. DEFINITIONS.

Bylaw Enforcement Officer – means an individual who has been designated as a bylaw enforcement officer pursuant to City’s current Bylaw Notice Enforcement Bylaw;

Bylaw Notice Enforcement Bylaw means the City’s current Bylaw Notice Enforcement Bylaw;

City means the City of Port Coquitlam;

Director or Designate means the Director of the Parks Department or appointed designate(s);

City Park means a Park/Facility as defined in the Park and Facilities Bylaw, 2003, No. 3421;

Liquor means, subject to the *Liquor Control and Licensing Regulations*, beer, wine, spirits or other product that is intended for human consumption and that contains more than 1% of alcohol by volume;

Liquor Control and Licensing Act means *Liquor Control and Licensing Act*, SBC 2015, Chapter 19, as amended;

Liquor Control and Licensing Regulations means the Liquor Control and Licensing Regulation, B.C. Reg.241/2016, as amended;

Peace Officer means an officer as defined in the *Police Act* or a member of the Royal Canadian Mounted Police who is deemed to be a provincial constable under the *Police Act*;

Permitted Space means that part of a City Park that has been designated under section 3.1 of this Bylaw;

Sign has the same meaning as an “Authorized Sign” under the Park and Facilities Bylaw, 2003, No. 3421.

3. Designation of Permitted Spaces and Setting of Hours

- 3.1 Those outdoor portions of City Park shown as outlined in thick black line in Schedule A attached to this Bylaw are hereby designated as Permitted Spaces where liquor may be consumed.
- 3.2 The hours that liquor may be consumed in any of the Permitted Spaces are from dawn to dusk, seven days a week.

4. Required Signs

- 4.1 The Director or Designate must post signs setting out the boundaries of each Permitted Space and the hours during which liquor may be consumed in the Permitted Space and such signs must:
 - 4.1.1 be posted at all entry points into the park and on general park information signs;
 - 4.1.2 be at least 0.13 square metres in size; and
 - 4.1.3 for each City Park containing a Permitted Space, number no less than the number of entrances to that City Park.

5. Enforcement

Offences set out in the *Liquor Control and Licensing Act* and the Park and Facilities Bylaw, 2003, No. 3421 will apply to persons who consume liquor in City Park that is not a Permitted Space or who consume alcohol outside of the permitted hours.

6. Severability

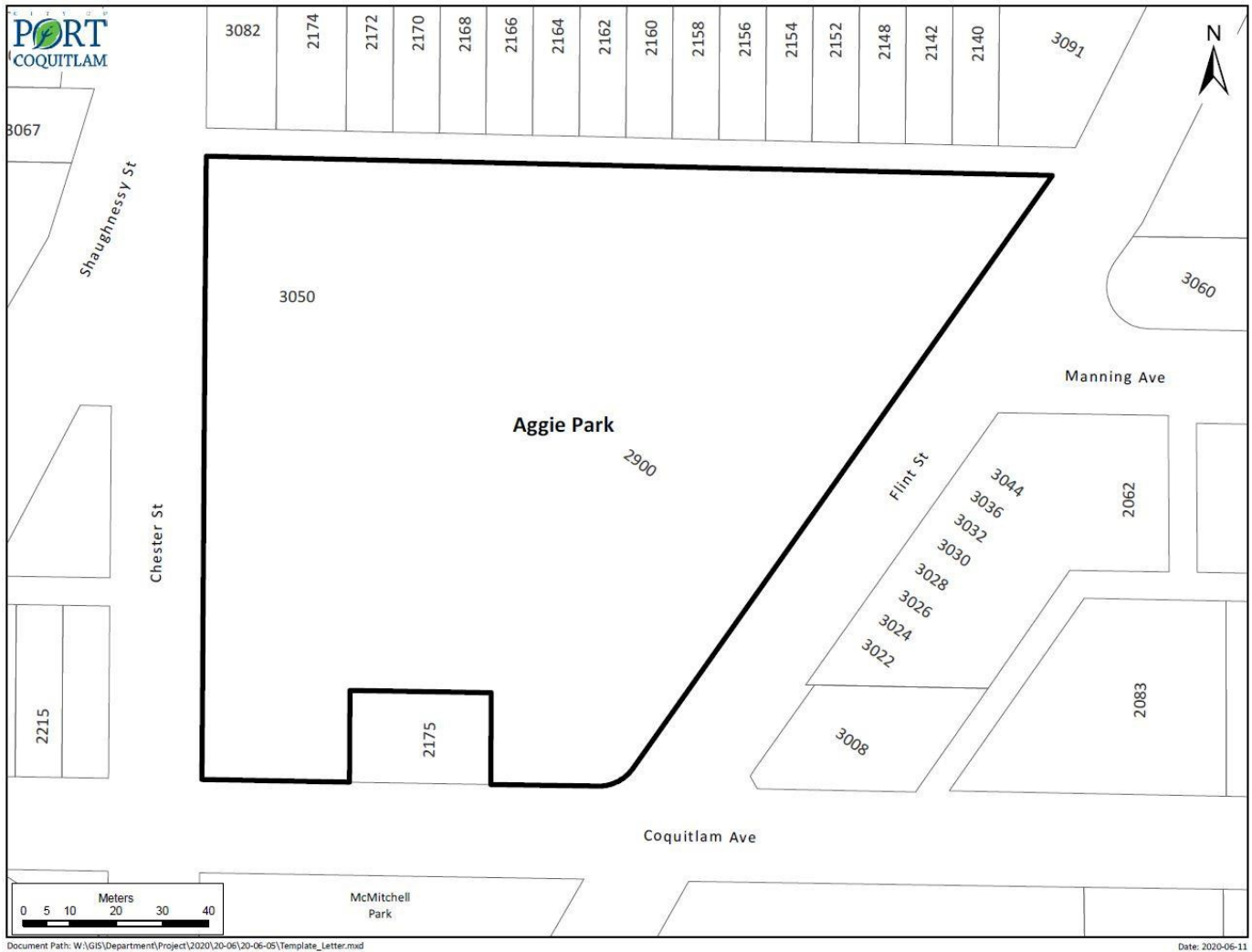
If any part, section, clause or sub-clause of this Bylaw is, for any reason, held to be invalid by the decision of a court of competent jurisdiction, it will be severed and the validity of the remaining provisions of this Bylaw will not be affected.

READ A FIRST TIME this	day of	, 2020
READ A SECOND TIME this	day of	, 2020
READ A THIRD TIME this	day of	, 2020

Mayor

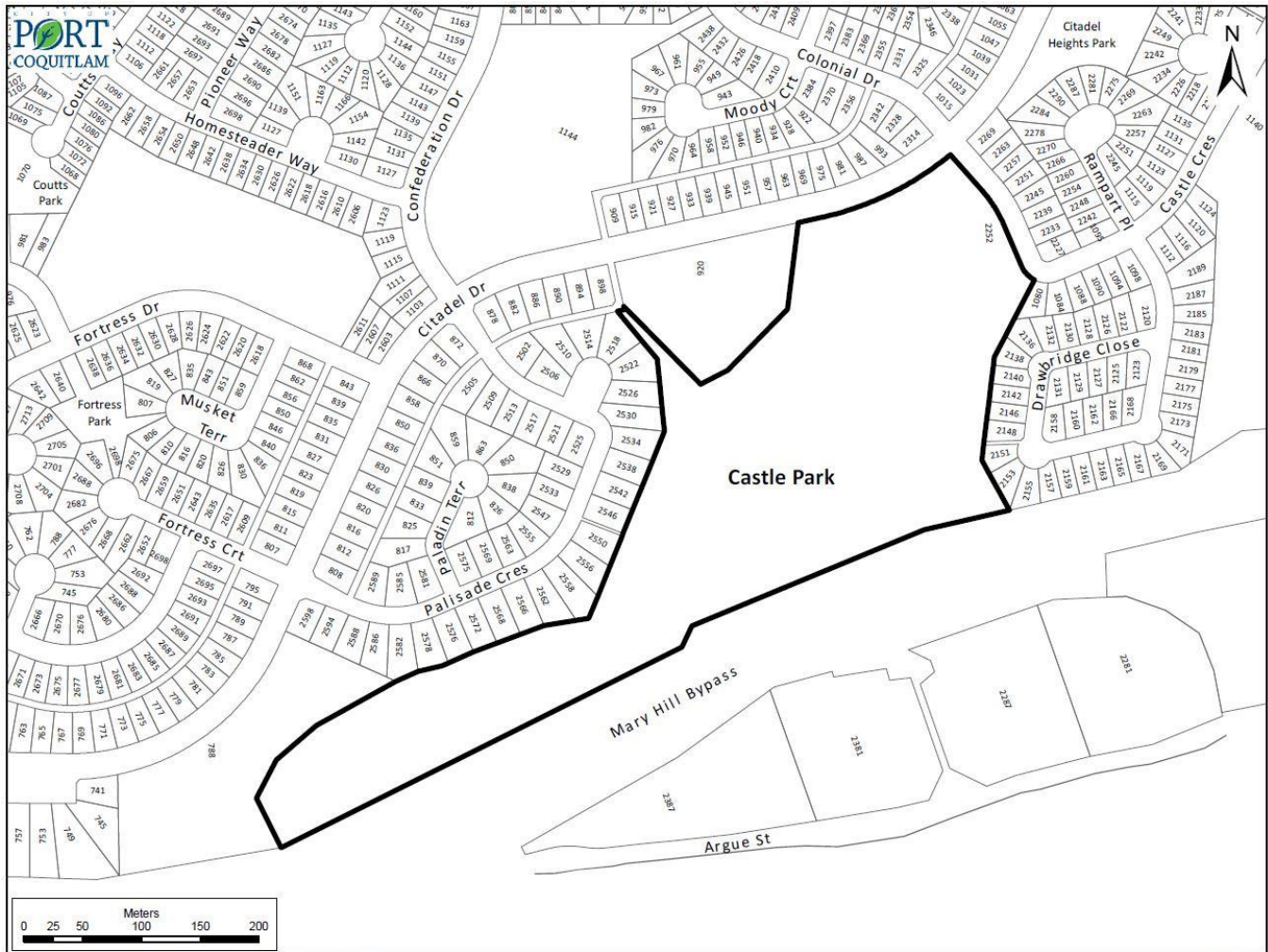
Corporate Officer

SCHEDULE "A"
Permitted Space – Site 1 (Aggie Park)



SCHEDULE "A"

Permitted Space – Site 2 (Castle Park)

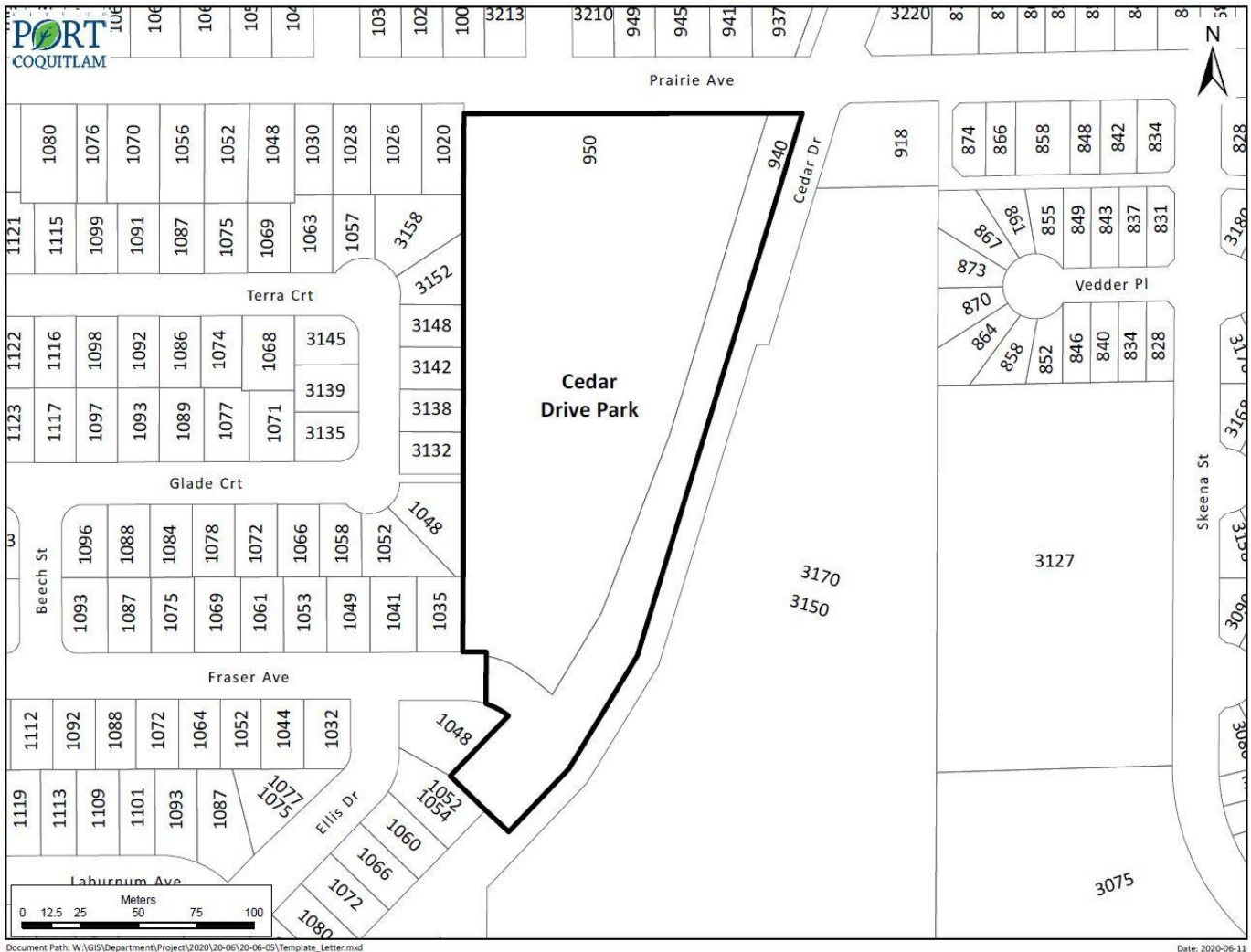


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Date: 2020-06-11

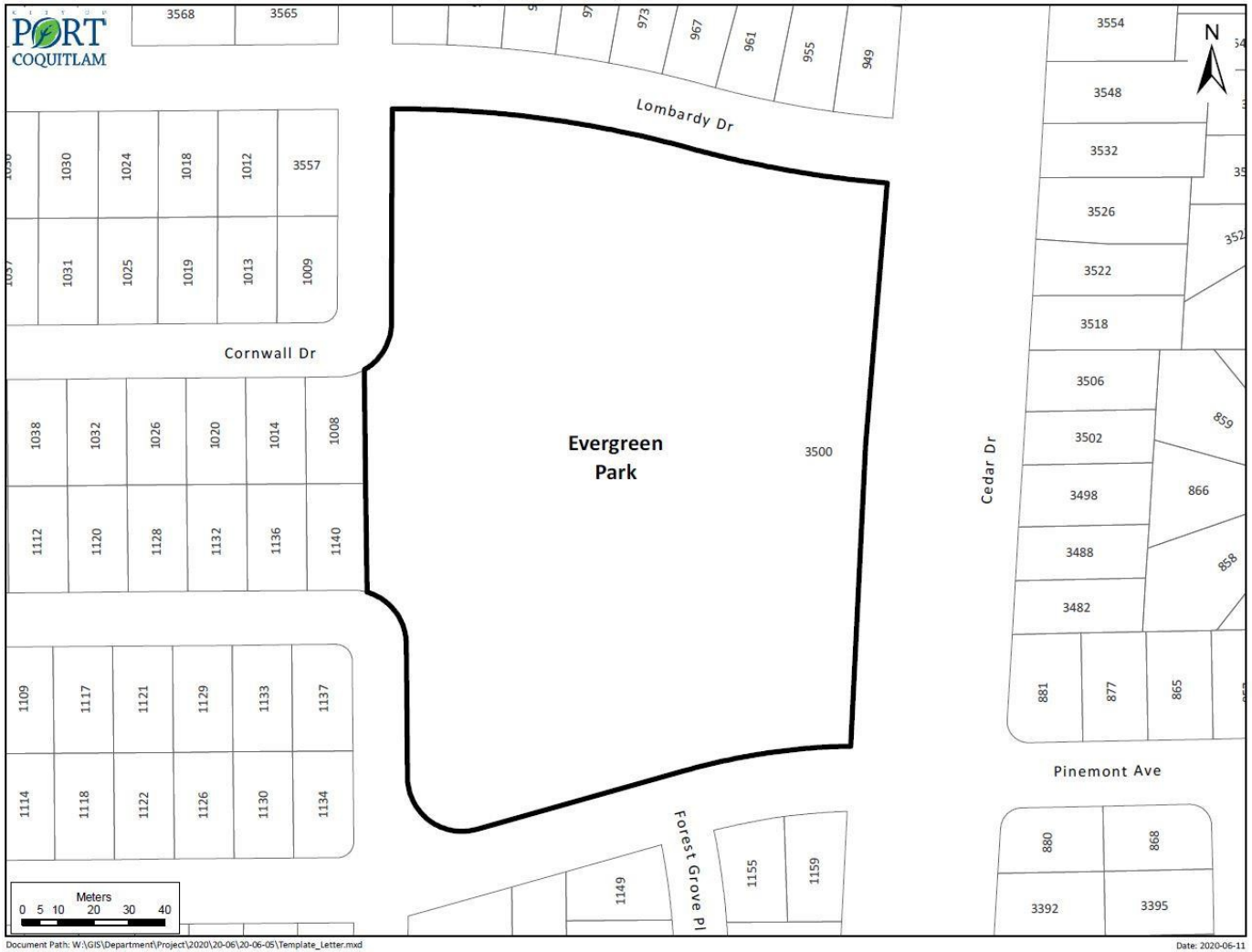
SCHEDULE "A"

Permitted Space – Site 3 (Cedar Drive Park)

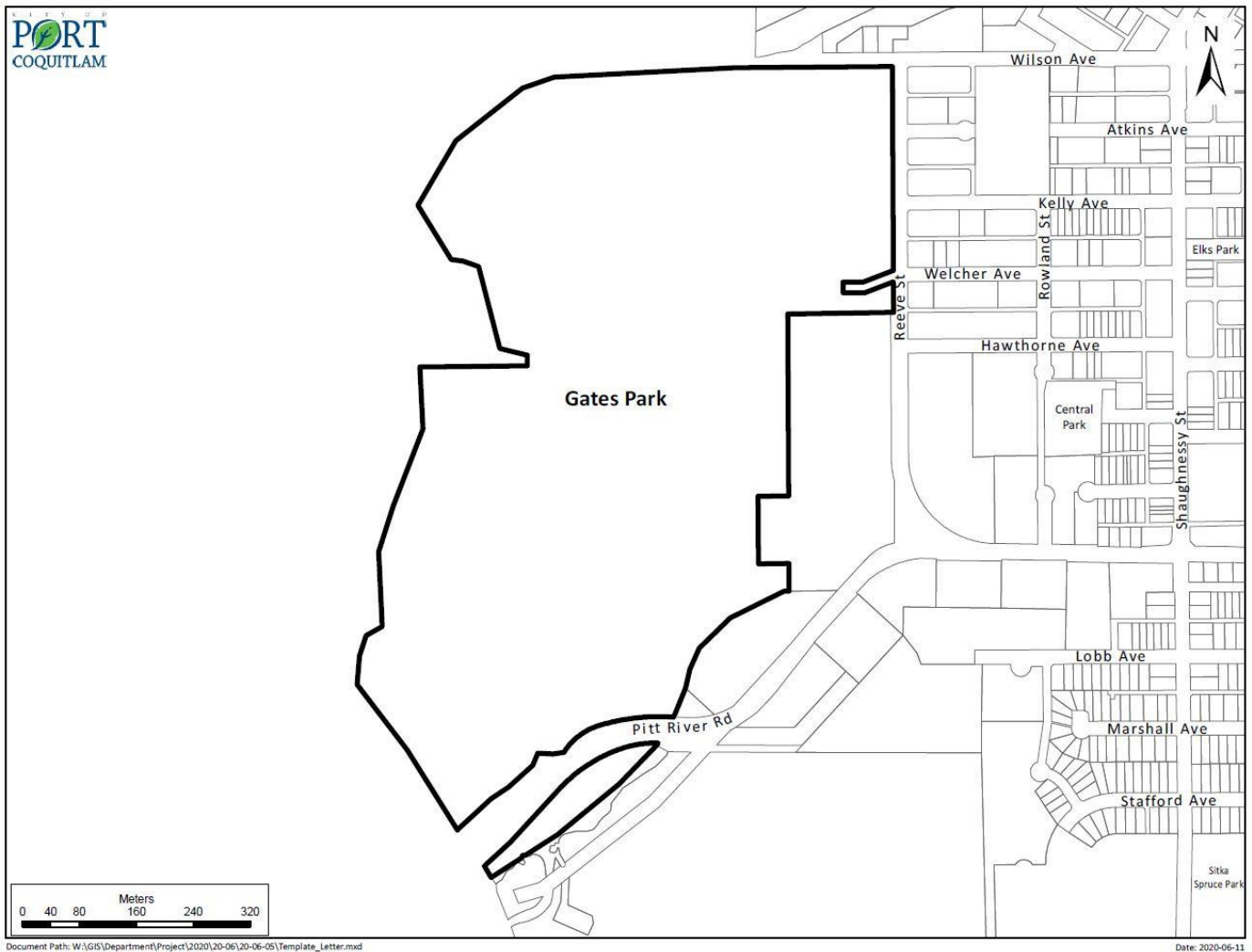


SCHEDULE "A"

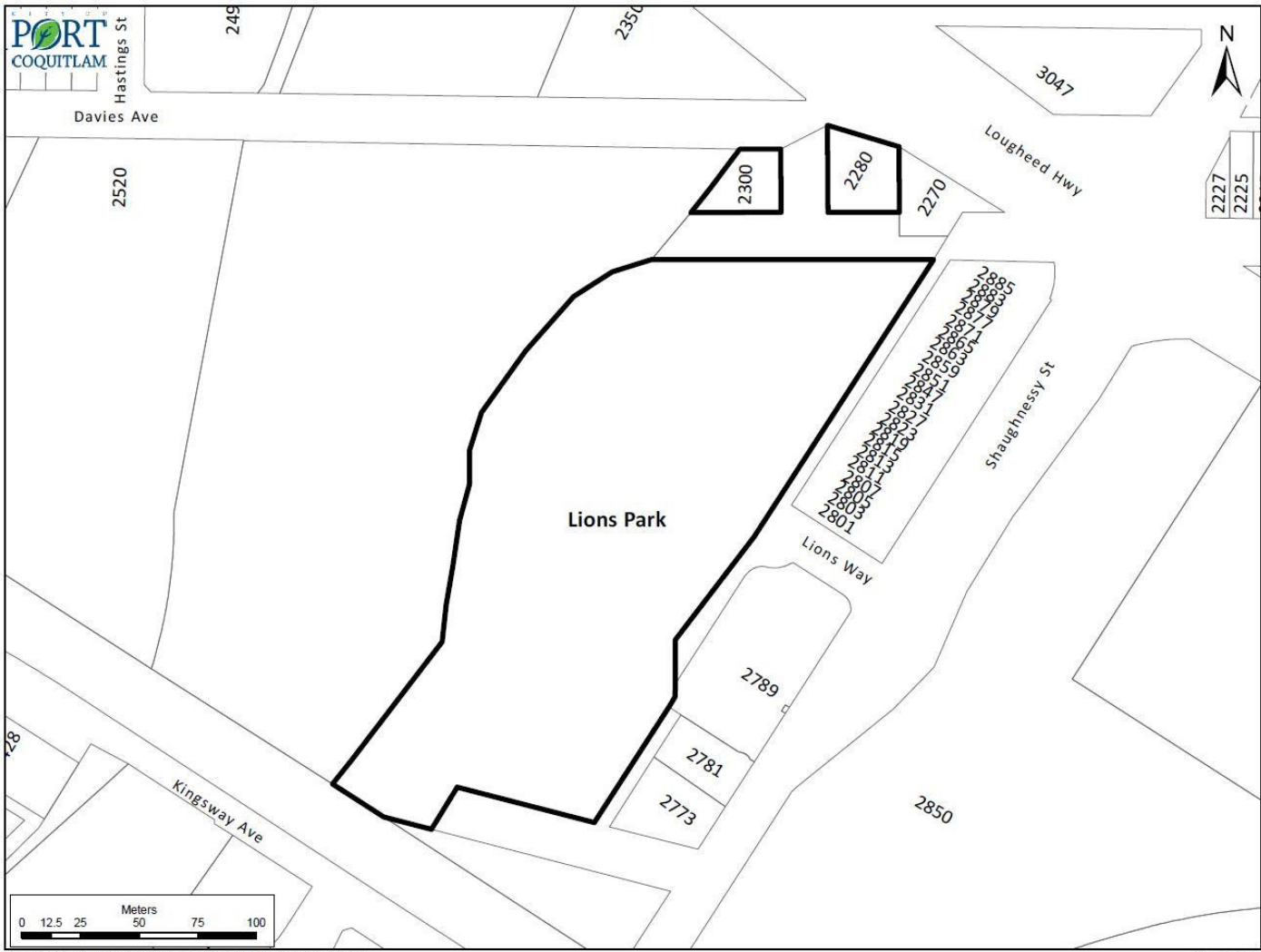
Permitted Space – Site 4 (Evergreen Park)



SCHEDULE "A"
Permitted Space – Site 5 (Gates Park)



SCHEDULE "A"
Permitted Space – Site 6 (Lions Park)



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SCHEDULE "A"
Permitted Space – Site 7 (Settlers Park)



CITY OF PORT COQUITLAM
PARK AND FACILITIES AMENDING BYLAW
Bylaw No. 4186

the Municipal Council of the City of Port Coquitlam, in open assembled meeting, hereby enacts as follows:

1. CITATION

This Bylaw may be cited as "Park and Facilities Amending Bylaw, 2003, No. 3421, Amendment Bylaw, 2020, No. 4186".

2. ADMINISTRATION

That Park and Facilities Bylaw, 2003, No. 3421 be amended by deleting subsection 8.2 and replacing it with the following:

- 8.2 Liquor: No person may bring, keep or consume upon any park/facility any liquor, except as permitted by the *Liquor Control and Licensing Act*, S.B.C. 2015, c. 19 and:
- (a) a rental agreement that the person has with the City; or
 - (b) a City bylaw designating certain public spaces as places where liquor may be consumed at certain times.

READ A FIRST TIME this	day of	, 2020
READ A SECOND TIME this	day of	, 2020
READ A THIRD TIME this	day of	, 2020

Mayor

Corporate Officer

Park Profiles:

- **Castle Park**

- Typical users: Families, dog walkers, trail users, daycares
- Amenities: Spray park, playground, shelter, benches, picnic tables, drinking fountain and washrooms
- Proximity to school: Castle Park Elementary, and Ecole Citadel Middle School
- Proximity to water: none
- Potential hazards: Undulating terrain
- Other Considerations: currently receive noise complaints

- **Settlers Park**

- Typical users: Families, dog walkers, trail users, students, daycares and seniors
- Amenities: Playground, shelter, benches, picnic tables and washrooms
- Proximity to school: Hazel Trembath Elementary is adjacent to the Park
- Proximity to water: Pond in park
- Potential hazards: Neighbourhood park, lots of children at this location
- Other Considerations: currently receive noise complaints. SD43 owns half of the Settlers park.

- **Gates Park**

- Typical users: Sport groups, families, trail users, dog walkers and students
- Amenities: Sport fields, sport courts, playground, concession, caretaker, washrooms, benches, picnic tables, bleachers, drinking fountains, meeting rooms and washrooms/change rooms.
- Proximity to school: Riverside Secondary school next to park
- Proximity to water: River along western boundary
- Potential hazards: Large number of different user groups
- Other Considerations: currently receive noise complaints and lighting concerns. Joint Use agreement with SD43 (requires consultation)

- **Lions Park**

- Typical users: Families, Skateboarders, cyclists, dog walkers, trail users, day cares and vulnerable populations
- Amenities: Skate Park, sport courts, playground, spray pad, benches, picnic tables, shelter, washrooms.
- Proximity to school: No school near site but day care next door
- Proximity to water: River along western boundary
- Potential hazards: Pass through traffic (trails, skate park and businesses)
- Other Considerations: Confrontation between different users and noise complaints from tower.

- **Aggie Park**

- Size:
- Typical users: Families, sport groups, pool patrons, day cares , and vulnerable populations
- Amenities: Pool, playground, sport field, bleachers, washroom
- Proximity to school: No school in close proximity
- Proximity to water: Pool behind fenced area.
- Potential hazards: Adjacent to Lougheed Highway
- Other Considerations: Potential noise complaints from houses and businesses adjacent to park

- **Evergreen Park**

- Typical users: Families, sport groups, dog walkers, trail users, daycares and cyclist's
- Amenities: Playground, sport field, sport court, benches, bleachers, washrooms
- Proximity to school: none
- Proximity to water: Cedar Creek on east boundary
- Potential hazards: many isolated areas within the park
- Other Considerations:

- **Cedar Drive Park**

- Typical users: Families, sport groups, dog walkers, trail users, daycares and cyclist's
- Amenities: Sports field, sport court, benches, bleachers, washrooms/change rooms with showers
- Proximity to school: Adjacent to Cedar Elementary, separated by Cedar Creek, however there are crossings
- Proximity to water: Cedar Creek on east boundary
- Potential hazards: No additional hazards identified.
- Other Considerations: None identified.

CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2019

Bylaw No. 4148

The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw may be cited as "Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2019, No. 4148".

2. ADMINISTRATION

2.1 The Zoning Map of the "Zoning Bylaw, 2008, No. 3630" be amended to reflect the following rezoning:

Civic: 2156 Salisbury Avenue

Legal: Lot 32, District Lot 465, New Westminster District, Plan NWP1189, Group 1

From: RS1 (Residential Dwelling Zone 1)

To: RTh3 (Residential Townhouse 3)

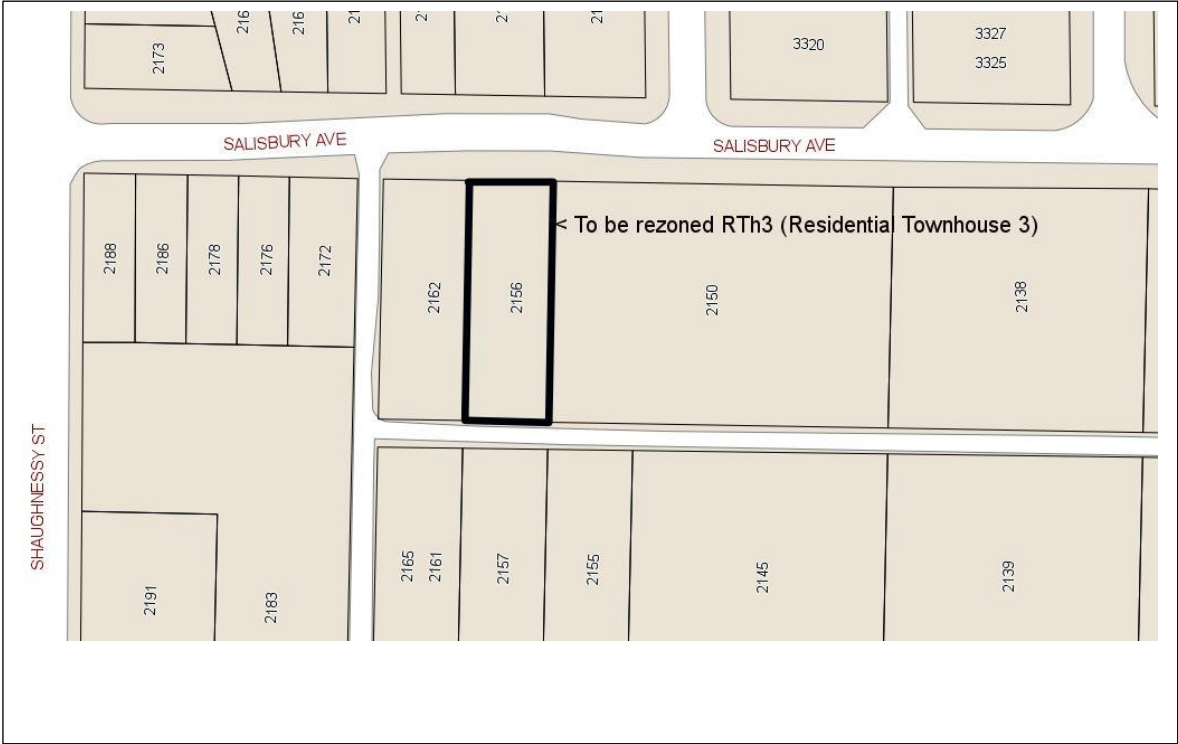
 as shown on Schedule 1 attached to and forming part of this Bylaw.

READ A FIRST TIME this	22 nd day of	October, 2019
READ A SECOND TIME this	22 nd day of	October, 2019
PUBLIC HEARING HELD this	12 th day of	November, 2019

Mayor

Corporate Officer

SCHEDULE 1



CITY OF PORT COQUITLAM

HOUSING AGREEMENT FOR 2117 PRAIRIE AVENUE BYLAW, 2020

Bylaw No. 4181

The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw is cited as “Housing Agreement for 2117 Prairie Avenue Bylaw, 2020, No. 4181”.

2. ADMINISTRATION

2.1 The Mayor and the Corporate Officer are authorized to execute the Housing Agreement substantially in the form of the document attached to and forming part of this Bylaw as Schedule “A”, between the City of Port Coquitlam, Metro Vancouver, and Atira Women’s Resource Society.

2.2 The Agreement is in respect to housing units located on the lands with the civic address of 2117 Prairie Avenue and legally described as:

LOT A, DISTRICT LOT 465, NEW WEST DISTRICT, PLAN EPP93689, GROUP 1

READ A FIRST TIME this	9 th day of	June, 2020
READ A SECOND TIME this	9 th day of	June, 2020
READ A THIRD TIME this	9 th day of	June, 2020
ADOPTED this	day of	, 2020

Mayor

Corporate Officer

SCHEDULE A

TERMS OF INSTRUMENT - PART 2

AFFORDABLE RENTAL HOUSING AGREEMENT AND SECTION 219 COVENANT

THIS AGREEMENT dated for reference _____, 2020,

BETWEEN:

Metro Vancouver Regional District
C/O Property Division Metrotower III
4730 Kingsway FLR 11
Burnaby, BC, V5H 0C6

("Metro Vancouver")

AND:

City of Port Coquitlam
200-2564 Shaughnessy Street
Port Coquitlam, BC, V3C 3G4

(the "City" as more fully defined in section 1.1 of this Agreement)

AND:

Atira Women's Resource Society
#201 - 190 Alexander Street
Vancouver, BC, V6A 1B5

("Atira")

WITNESSES THAT WHEREAS:

- A. Section 483 of the *Local Government Act* permits the City to enter into housing agreements for the provision of affordable and special needs housing, which may include, without limitation, conditions in respect of the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. Section 219 of the *Land Title Act* permits the registration of a covenant of a negative or positive nature in favour of the City in respect of the use of land, construction on land, or the subdivision of land;
- C. Metro Vancouver is the owner of the Lands (as hereinafter defined) and intends to lease the Lands to Atira by way of a ground lease for a term of 60 years;
- D. Once it leases the Lands from Metro Vancouver, Atira, as the Operator, intends to construct, operate, and maintain, *inter alia*, the affordable rental housing located on the Lands;
- E. Atira, as the Operator, and the City wish to enter into this Agreement to provide for affordable rental housing on the Lands on the terms and conditions set out in this Agreement and to restrict the use of, and construction on, the Lands on the terms and conditions of this agreement, to have effect as both a covenant under section 219 of the *Land Title Act* and a housing agreement under

section 483 of the *Local Government Act* and to charge the Operator's leasehold interest in the Lands;

- F. The City adopted Housing Agreement Bylaw, 2020, No. 4181, authorizing the City to enter into this Agreement on the terms and conditions contained herein; and
- G. Metro Vancouver has agreed to execute this Agreement solely for the purpose of facilitating its registration in the LTO in accordance with the *Land Title Act* and the requirements of the LTO and in order to provide confirmation to the City that the Lands will be available to provide for affordable rental housing for a term of 60 years, including by granting to the City a covenant under section 219 of the *Land Title Act* to ensure the Lands are used only for affordable rental housing.
- H. NOW THEREFORE, in consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the parties), and in consideration of the promises exchanged below, the Operator and the City covenant and agree, pursuant to section 483 of the *Local Government Act* and section 219 of the *Land Title Act*, as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 **Definitions** - In this Agreement the following words have the following meanings:

- (a) "Affordable Rental Housing Unit" means a Dwelling Unit or Dwelling Units designated as an Affordable Rental Housing Unit in accordance with this Agreement.
- (b) "Agreement" means this agreement together with all schedules.
- (c) "Alternate Provider" has the meaning set out in section 5.4 of this Agreement.
- (d) "BC Housing" means the British Columbia Housing Management Commission or its successor in function.
- (e) "City" means the City of Port Coquitlam and is called the "City" when referring to the corporate entity and "City of Port Coquitlam" when referring to the geographic location.
- (f) "CMHC" means the Canada Mortgage and Housing Corporation or its successor in function.
- (g) "CMHC Tenant" means a woman, a woman and her children, or a woman-headed Family whose income exceeds the Maximum Income for RGI Tenants but does not exceed the Maximum Income.
- (h) "CPI" means the All-Items Consumer Price Index for the City of Vancouver published from time to time by Statistics Canada, or its successor in function.
- (i) "Cumulative Gross Annual Household Income" means the cumulative income of each member of a Family that occupies an Affordable Rental Housing Unit that is over 18 years of age.
- (j) "Deep Subsidy Tenants" means a woman, a woman and her children, or a woman-headed Family that receives a Shelter Allowance.
- (k) "Development" has the meaning set out in section 2.1 of this Agreement.

- (l) "Development Permit" means a development permit under section 490 of the *Local Government Act* in respect of the Lands.
- (m) "Dwelling Unit" means a self-contained suite of rooms used or intended to be used as a residence by one Family and containing both cooking and sanitary facilities.
- (n) "Eligible Tenant" means:
 - (i) an RGI Tenant or CMHC Tenant that has a Cumulative Gross Annual Household Income that does not exceed the Maximum Income for the Affordable Rental Housing Unit, and
 - (ii) a Shelter Allowance Tenant.
- (o) "Employment and Assistance Act" means the *Employment and Assistance Act*, S.B.C 2002, c 40, together with all amendments thereto and replacements thereof.
- (p) "Employment and Assistance Regulation" means the *Employment and Assistance Regulation*, BC Reg 263/2002, together with all amendments thereto and replacements thereof.
- (q) "Employment and Assistance for Persons with Disabilities Act" means the *Employment and Assistance for Persons with Disabilities Act*, S.B.C 2002, c 41, together with all amendments thereto and replacements thereof.
- (r) "Employment and Assistance for Persons with Disabilities Regulation" means the *Employment and Assistance for Persons with Disabilities Regulation*, BC Reg 265/2002, together with all amendments thereto and replacements thereof.
- (s) "Family" means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than three persons who are not related by blood, marriage or adoption.
- (t) "HILs" has the meaning set out in section 1.1(aa) (i) E. of this Agreement.
- (u) "Ground Lease" means an agreement between Atira, as the Operator, and Metro Vancouver, as amended from time to time, in which Metro Vancouver leases the Lands to Atira, as the Operator, for the construction and operation of affordable rental housing, and any extension thereof.
- (v) "Interpretation Act" means the *Interpretation Act*, R.S.B.C. 1996, c 238, together with all amendments thereto and replacements thereof.
- (w) "Land Title Act" means the *Land Title Act*, R.S.B.C. 1996, c 250, together with all amendments thereto and replacements thereof.
- (x) "Lands" means the lands and premises civically described as 2117 Prairie Avenue, 2121 Prairie Avenue and 3235 Flints Street, Port Coquitlam, and legally described in Item 2 of the *Land Title Act* Form C to which this Agreement is attached.

- (y) "Local Government Act" means the *Local Government Act*, R.S.B.C. 2015, c 1, together with all amendments thereto and replacements thereof.
- (z) "LTO" means the New Westminster Land Title Office or its successor.
- (aa) "Maximum Income" means,
 - (i) with respect to RGI Tenants, the following amounts, which are equal to 80% of the 2019 HILs published by BC Housing:
 - A. in respect to a studio unit or one-bedroom unit, \$41,200,
 - B. in respect to a two-bedroom unit, \$50,400,
 - C. in respect to a three-bedroom unit, \$58,800, or
 - D. in respect of a unit with four or more bedrooms, \$66,800.
 - 1. provided that:
 - E. the maximum annual income amounts set out above shall be adjusted annually on January 1 of each calendar year so that they are equal to 80% of the Housing Income Limits ("HILs") for the Vancouver Planning Area most recently published by BC Housing or its successor in function; or
 - F. in the event that BC Housing ceases to publish HILs but replaces HILs with similar income limits or standards that are acceptable to the City for the purposes of this Agreement, such replacement limit or standards shall replace HILs for the purposes of this Agreement; or
 - G. in the event that BC Housing ceases to determine HILs and the HIL's are not replaced by similar income limits or standards published by BC Housing that are acceptable to the City, then the cumulative annual income limits of RGI Tenants shall be determined by reference to the final HILs published by BC Housing and thereafter increased annually by an amount equal to the increase, if any, in the CPI for the period of January 1 to December 31 of the previous calendar year.
 - (ii) with respect to CMHC Tenants, the applicable amount below:
 - A. in respect of a unit with less than two bedrooms, a gross household income that does not exceed the median income for families without children, as determined by BC Housing from time to time. For 2020, this figure is \$74,150.00.
 - B. in respect of a unit with two or more bedrooms, a gross household income that does not exceed the median income for families with children, as determined by BC Housing from time to time. For 2020, this figure is \$113,040.00.
- (bb) "Maximum Shelter Allowance" means the maximum monthly Shelter Allowance that a Shelter Allowance Tenant is entitled to receive based on their family unit size or composition as outlined in the:

- (i) *Employment and Assistance Act and Employment and Assistance Regulation, or*
 - (ii) *Employment and Assistance for Persons with Disabilities Act and Employment and Assistance for Persons with Disabilities Act Regulation.*
- (cc) "Occupancy Standards" means, with respect to an Affordable Rental Housing Unit, the requirement that there shall be no less than one occupant per bedroom.
- (dd) "Operating Agreement" means an agreement or agreements entered into or in effect between the Operator for the time being and BC Housing in respect of the operation and rental of the Affordable Housing Units and which provides for operating requirements and standards which are either:
- (i) equivalent in all material respects to the operating requirements and standards set out in this Agreement; or
 - (ii) the operating requirements and standards which are then standard for BC Housing funded affordable rental housing developments comparable to the Development, as the same may be amended from time to time.
- (ee) "Operator" means the tenant for the time being under the Ground Lease and initially means Atira. If at any time thereafter the Ground Lease is assigned or transferred or otherwise passes from Atira to any successor person, entity or Public Housing Body as tenant, in accordance with the terms of the Ground Lease, all of the obligations of the Operator hereunder will pass automatically to and will be deemed to be the obligations of such successor person, entity or Public Housing Body.
- (ff) "Permitted Rent" means:
- (i) with respect to RGI Tenants: a monthly rent of no greater than 1/12th of 30% of the Cumulative Gross Annual Household Income of the RGI Tenant occupying the Affordable Rental Housing Unit;
 - (ii) with respect to CMHC Tenants, a monthly rent no higher than the average market rent for Port Coquitlam as published yearly in CMHC's Rental Market Survey for the previous year, provided that:
 - A. the average market rent for Port Coquitlam shall be adjusted annually on January 1 of each calendar year to reflect the applicable average market rent for Port Coquitlam published by the CMHC or its successor in function for the previous year;
 - B. in the event that CMHC ceases to publish the average market rent for Port Coquitlam, the monthly rent of CMHC Tenants shall be determined by reference to the final average market rent for Port Coquitlam published by CMHC and thereafter increased annually by an amount equal to the increase, if any, in the Consumer Price Index for British Columbia for the period of January 1 to December 31 of the previous calendar year.
 - 2. and
 - (iii) with respect to Deep Subsidy Tenants, a monthly rent no higher than the Shelter Allowance that the Tenant receives.

- (gg) "Public Housing Body" has the same meaning as under section 49.1 of the *Residential Tenancy Act*.
- (hh) "Residential Tenancy Act" means the *Residential Tenancy Act*, S.B.C. 2002, c 78, together with all amendments thereto and replacements thereof.
- (ii) "RGI Tenant" means a woman, a woman and her children, or a woman-headed Family that does not receive a Shelter Allowance but whose income does not exceed the Maximum Income for RGI Tenants. Families, seniors and persons with disabilities will be given priority for these units. Singles and couples with low incomes and in housing need may also be eligible for appropriately sized units.
- (jj) "Section 219 Covenant Term" has the meaning set out in section 5.1(a) of this Agreement.
- (kk) "Shelter Allowance" means the monthly allowance provided to an individual or Family for shelter under the:
 - (i) *Employment and Assistance Act* and *Employment and Assistance Regulation*, or
 - (ii) *Employment and Assistance for Persons with Disabilities Act* and *Employment and Assistance for Persons with Disabilities Act Regulation*.
- (ll) "Strata Property Act" means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof.
- (mm) "Subdivide" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the British Columbia *Real Estate Development Marketing Act*, S.B.C. 2004, c.41.
- (nn) "Tenancy Agreement" means a written tenancy agreement, lease or license or other written agreement granting rights to occupy an Affordable Rental Housing Unit.
- (oo) "Tenancy Default" has the meaning set out in section 3.1(e)(iii) of this Agreement.
- (pp) "Tenant" means a Family that occupies an Affordable Rental Housing Unit.
- (qq) "Transferee" has the meaning set out in section 5.2 of this Agreement.

1.2 Interpretation - In this Agreement:

- (a) Party. Any reference to a party herein will be deemed to include the successors, assigns, employees, servants, agents, officers, contractors, licensees and invitees of such parties wherever the context so permits or requires.
- (b) Singular Gender. Wherever the singular or masculine or neuter is used in this Agreement, the same will be construed to mean the plural or the feminine or body corporate or politic, and vice versa, as the context or the parties so require.

- (c) Captions and Headings. The captions and headings appearing in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit or enlarge the scope or meaning of this Agreement or any of the provisions hereof.
- (d) References. References to this "**Agreement**" and the words "**hereof**" "**herein**" and similar words refer to this Agreement as a whole and not to any section or subsection or other subdivision hereof and any reference in this Agreement to a designated recital, section, subsection or other subdivision is a reference to the designated recital, section, subsection or subdivision hereof.
- (e) Governing Law. This Agreement will be governed by and construed in accordance with the laws of the Province of British Columbia and the laws of Canada applicable in British Columbia.
- (f) Legislation. Any reference to a statute includes and is a reference to such statute and to the regulations made pursuant thereto, with all amendments made from time to time to such statute and regulations and as they are in force from time to time, and to any statute and regulations that may be passed which have the effect of supplementing or superseding such statutes and regulations.
- (g) Time. Time shall be of the essence of this Agreement and each part of it. If any party expressly or impliedly waives this requirement, that party may reinstate it by delivering notice to the other party(ies). If a time is specified in this Agreement for observing or performing any obligation, such time shall be local Vancouver, British Columbia time.

ARTICLE 2

CONSTRUCTION, USE AND MANAGEMENT OF AFFORDABLE RENTAL HOUSING UNITS

- 2.1 **Minimum Construction Requirements** - The Operator will construct, *inter alia*, 83 Dwelling Units on the Lands, all of which must be Affordable Rental Housing Units (the "Development") designed and constructed in accordance with the following requirements:
 - (a) 12 Affordable Rental Housing Units will be studio apartments;
 - (b) 16 Affordable Rental Housing Units will have one bedroom;
 - (c) 24 Affordable Rental Housing Units will have two bedrooms;
 - (d) 18 Affordable Rental Housing Units will have three bedrooms;
 - (e) 12 Affordable Rental Housing Units will have four bedrooms; and
 - (f) 1 Affordable Rental Housing Unit will have five bedrooms.
- 2.2 **Use** – Each Affordable Rental Housing Unit may only be used as a permanent residence by a Tenant pursuant to a Tenancy Agreement. Without limiting the foregoing and for clarity, an Affordable Rental Housing Unit may not be occupied by the Operator's officers, directors, employees, agents, contractors, permittees or invitees. For the purposes of this section, "permanent residence" means the place where the person lives and to which, whenever absent, the person intends to return.
- 2.3 **Further City Inquiries** - The Operator hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Operator is complying with this Agreement.

- 2.4 **Subdivision** - The building containing the Affordable Rental Housing Units shall not be Subdivided, including by deposit of a strata plan of any kind under the *Strata Property Act*, provided that the building may be subdivided by deposit of a strata plan if, concurrently with the deposit of such strata plan, a covenant under section 219 of the *Land Title Act* is granted in favour of the City and registered against title to the strata lots containing all of the Affordable Rental Housing Units, with priority over all financial liens, charges and encumbrances, providing that such strata lots shall not be separately sold or otherwise transferred.
- 2.5 **Municipal Approvals** - The Operator agrees that, notwithstanding that the Operator may otherwise be entitled, the City may withhold its final inspection in respect of a building on the Lands until all of the following requirements are satisfied:
- (a) the Operator, if it is not a Public Housing Body, has entered into a contract with a Public Housing Body for the Public Housing Body to administer, manage and operate the Affordable Rental Housing Units in accordance with the requirements of this Agreement; or
 - (b) the Operator has submitted documentation showing that it is a Public Housing Body for the purposes of section 49.1 of the *Residential Tenancy Act*; and
 - (c) the Operator is not otherwise in breach of any of its obligations under this Agreement.

ARTICLE 3 OCCUPANCY AND MANAGEMENT OF AFFORDABLE RENTAL HOUSING UNITS

- 3.1 **Occupancy Terms and Conditions** – The terms and conditions of occupancy for each Affordable Rental Housing Unit shall be determined by:
- (a) the terms and conditions of the Operating Agreement, where an Operating Agreement is in effect between the Operator and BC Housing, subject to the maximum rent provision in section 3.2 (a); or
 - (b) the terms and conditions in sections 3.3 to 3.9 below, where there is no Operating Agreement in effect between the Operator and BC Housing.
- 3.2 **Rent** – The monthly rent charged for an Affordable Rental Housing Unit will not exceed:
- (a) where there is an Operating Agreement in effect, 1/12th of 30% of the Cumulative Gross Annual Household Income of the Tenant occupying the Affordable Rental Housing Unit, or
 - (b) where there is no Operating Agreement in effect, the Permitted Rent applicable to that Affordable Rental Housing Unit.
- 3.3 **Tenant Composition Requirements** – Where there is no Operating Agreement in effect, the Affordable Rental Housing Units will be occupied in accordance with the following requirements:
- (a) 50% of the Affordable Rental Housing Units will be occupied by RGI Tenants;
 - (b) 30% of the Affordable Rental Housing Units will be occupied by CMHC Tenants; and
 - (c) 20% of the Affordable Rental Housing Units will be occupied by Deep Subsidy Tenants.
- 3.4 **Occupancy Declaration** - Where there is no Operating Agreement in effect, within 30 days after receiving notice from the City, the Operator must, in respect of each Affordable Rental Housing

Unit or those specified in the City's notice, provide to the City a statutory declaration, substantially in the form attached hereto as Schedule B, certified by the Operator, containing all of the information required to complete the statutory declaration.

3.5 Occupancy Terms and Conditions Where There is No Operating Agreement – Where there is no Operating Agreement in effect, the occupancy of each Affordable Rental Housing Unit shall comply at all times with all of the following terms and conditions:

- (a) Eligible Tenant – The Affordable Rental Housing Unit shall only be occupied as a permanent residence by, and rented to, an Eligible Tenant in accordance with Occupancy Standards.
- (b) Tenancy Agreement - The Affordable Rental Housing Unit will be used or occupied only pursuant to a Tenancy Agreement.
- (c) No Additional Charges - The Tenant shall not be required to pay any amounts for parking, utilities, the use of common areas or facilities, taxes or strata fees or charges of any kind.
- (d) Tenancy Agreement Requirements - Every Tenancy Agreement respecting an Affordable Rental Housing Agreement shall comply with the following requirements:
 - (i) a copy of this Agreement shall be attached to the Tenancy Agreement;
 - (ii) the Tenancy Agreement shall include a clause requiring the Tenant and each permitted occupant of the Affordable Rental Housing Unit to comply with this Agreement;
 - (iii) the Tenancy Agreement shall include a clause entitling the Operator to terminate the Tenancy Agreement if any of the following occur (each of which constitutes a "Tenancy Default"):
 - A. the Affordable Rental Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Rental Housing Unit given the number and size of bedrooms in the Affordable Rental Housing Unit and in light of any applicable City bylaw requirements;
 - B. the Affordable Rental Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; or
 - C. the Tenant subleases the Affordable Rental Housing Unit or assigns the Tenancy Agreement in whole or in part, without the Operator's consent; and
 - (iv) the Tenancy Agreement will identify all occupants of the Affordable Rental Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing in the Affordable Rental Housing Unit.

3.6 Subleasing and Assignment - Where there is no Operating Agreement in effect, the Operator will not consent to the assignment of a Tenancy Agreement or the subletting of an Affordable Rental Housing Unit, except if the assignment or subletting is to an Eligible Tenant and, in the case of an assignment, the assignee does not pay any amount to the assignor in consideration of such assignment or in the case of a sublease, the subtenant does not pay monthly rent to the Tenant that exceeds the Permitted Rent applicable to the Affordable Rental Housing Unit.

- 3.7 **Delivery of Tenancy Agreements** - Where there is no Operating Agreement in effect, the Operator will forthwith deliver or cause to be delivered a certified true copy of every Tenancy Agreement (or for Affordable Rental Housing Units Specified by the City) to the City upon demand from time to time.
- 3.8 **Tenancy Agreement Defaults** - Where there is no Operating Agreement in effect, in the event of a Tenancy Default, the Operator will end the Tenancy Agreement by providing notice to the Tenant that ends the tenancy on the earliest date possible permitted under the *Residential Tenancy Act* and will cause the Tenant to vacate by that date.
- 3.9 **Management** - Where there is no Operating Agreement in effect:
- (a) the Operator will at all times cause a Public Housing Body to administer, manage and operate the Affordable Rental Housing Units and will cause that Public Housing Body to administer, manage and operate the Affordable Rental Housing Units in accordance with all of the requirements of this Agreement and the Operator's obligations under this Agreement. For clarity, the Operator's engagement of a Public Housing Body pursuant to this Agreement will not relieve the Operator from any of the Operator's obligations under this Agreement or any of the restrictions or requirements of this Agreement;
 - (b) the Operator will furnish or cause a Public Housing Body to furnish good and efficient management of the Affordable Rental Housing Units and will permit representatives of the City to inspect the Affordable Rental Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*; and
 - (c) the Operator will maintain or cause a Public Housing Body to maintain the Affordable Rental Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands.

ARTICLE 4 DEFAULT AND REMEDIES

4.1 Notice of Default

3. If the Operator is in default of this Agreement, the City may give the Operator written notice requiring that the Operator cure the default within thirty (30) days of receiving such notice, or such longer period as the Operator reasonably requires if the default cannot be cured within 30 days if the Operator is acting diligently. The notice must specify the nature of the default. The Operator must act diligently to correct the default within the time specified in the notice.

4. The City covenants and agrees with Metro Vancouver to concurrently provide Metro Vancouver and BC Housing with a copy of any such written notices given to the Operator.

4.2 Costs

5. The Operator will pay to the City, upon demand by the City, all of the City's costs of exercising its rights or remedies under this Agreement, on a full indemnity basis.

4.3 Specific Relief

6. The Operator agrees that, without affecting any other rights or remedies the City may have in respect of any breach of this Agreement that continues beyond the cure period, the City is entitled to obtain an order for specific performance of this Agreement and a prohibitory or mandatory injunction in respect of any breach by the Operator of this Agreement that continues beyond the cure period. The Operator agrees that this is reasonable given the public interest in

ensuring the provision of Affordable Rental Housing Units to be occupied by Eligible Tenants and restricting occupancy of the Lands in accordance with this Agreement.

4.4 No Penalty or Forfeiture

7. The Operator acknowledges and agrees that it is entering into this Agreement to benefit the public interest in providing Affordable Rental Housing Units for Eligible Tenants, and that the City's rights and remedies under this Agreement are necessary to ensure that this purpose is carried out, and the City's rights and remedies under this Agreement are fair and reasonable and ought not to be construed as a penalty or forfeiture.

4.5 Cumulative Remedies

8. No reference to nor exercise of any specific right or remedy under this Agreement or at law or at equity by any party will prejudice, limit, or preclude that party from exercising any other right or remedy. No right or remedy will be exclusive or dependent upon any other right to remedy, but any party, from time to time, may exercise any one or more of such rights or remedies independently, successively, or in combination. The Operator acknowledges that specific performance, injunctive relief (mandatory or otherwise), or other equitable relief may be the only adequate remedy for a default by the Operator under this Agreement.

ARTICLE 5 MISCELLANEOUS

5.1 Section 219 Covenant

9. In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the parties), Metro Vancouver covenants and agrees with the City:

- (a) as a covenant in favour of the City pursuant to section 219 of the *Land Title Act*, it being the intention and agreement of Metro Vancouver that the provisions hereof be annexed to, and run with and be a charge on title to the Lands that for a period of 60 years from the date that the City issues an occupancy permit for the Development, the Lands shall only be used for affordable rental housing (the "Section 219 Covenant Term") and Metro Vancouver shall cause the section 219 covenant under this section to be registered against title to the Lands in the land title office with priority over all financial liens, charges and encumbrances, including any leases, options to purchase, rights of first refusal, agreements for sale; and
- (b) that Metro Vancouver has received good and valuable consideration for the grant of its covenants and agreements set out in sections 5.2, 5.4, 5.6 and 5.10.

5.2 Sale of Lands

Metro Vancouver covenants and agrees with the City that it shall use reasonable commercial efforts to cause any purchaser or transferee (each a "Transferee") of all or any portion of the Lands to execute and/or deliver, prior to completion of such sale or transfer, an acknowledgment of this Agreement and a covenant from such Transferee to assume and be bound by all of Metro Vancouver's obligations set out in this Agreement, in a form satisfactory to the City, acting reasonably and thereupon Metro Vancouver shall be, automatically and without further instrument, released from its ongoing obligations under this Agreement.

5.3 No Obligation of Metro Vancouver

10. The City acknowledges, covenants, and agrees with Metro Vancouver as follows:
- (a) Metro Vancouver is executing and delivering this Agreement for the sole purpose of facilitating the registration of this Agreement in the LTO and providing the section 219 Covenant set forth in section 5.1;
 - (b) pursuant to the Ground Lease Metro Vancouver has no obligation or responsibility to undertake the construction of all or any portion of the Development;
 - (c) unless and until:
 - (i) Metro Vancouver assumes the obligations of the Operator under the terms of the Ground Lease; or
 - (ii) the Ground Lease is terminated or surrendered, expires without being renewed or is otherwise of no further force or effect and Metro Vancouver agrees to operate the Development in place of the Operator, by executing an agreement similar in scope and function to this Agreement;

and except as Metro Vancouver expressly covenants and agrees, the City will not enforce the terms of this Agreement against Metro Vancouver except to the extent necessary to enforce the terms of this Agreement against the Operator as a result of the Operator having a leasehold interest in the Lands and not a fee simple interest in the Lands.

5.4 Alternate Provider

The City and Metro Vancouver covenant and agree that if the Ground Lease is terminated or surrendered, expires without being renewed prior to the expiry of the Section 219 Covenant Term, or is otherwise of no force or effect, and Metro Vancouver does not agree to operate the Development in place of the Operator as set out above:

- (a) each of the City and Metro Vancouver agrees with the other to immediately commence negotiations to locate an alternate affordable rental housing provider (the "Alternate Provider") that is acceptable to the City and Metro Vancouver with a view to having such Alternate Provider expeditiously enter into an agreement similar in scope and function to this Agreement for the balance of the Section 219 Covenant Term; or
- (b) Metro Vancouver may, with the prior written consent of the City, operate the Development as an affordable rental housing project utilizing alternate criteria approved by the City with respect to, *inter alia*, occupancy requirements, eligible tenants and permitted rents to facilitate the long term financial sustainability and prudent management of the Development.

5.5 Discharge

This Agreement will expire and become null and void on the date that is 60 years from the date the City issues an occupancy permit for the Development. On or after the expiration of this Agreement, Metro Vancouver may submit a discharge of this Agreement and a cancellation of the notice of this Agreement filed in the LTO pursuant to section 483 of the *Local Government Act* to the City and the City shall, within a reasonable time after request by Metro Vancouver, execute and deliver to Metro Vancouver such discharge of this Agreement and cancellation of the notice.

5.6 No Compensation

11. Metro Vancouver acknowledges and agrees that no compensation is payable, and Metro Vancouver is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands which at any time may result directly or indirectly from the operation of this Agreement.

5.7 Modification

12. Subject to section 1.1 of this Agreement, this Agreement may be modified or amended from time to time, by the written consent of all of the parties and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City, Metro Vancouver and the Operator.

5.8 Indemnity

13. The Operator will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, losses, damages, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) the use or occupancy of any Affordable Rental Housing Unit;
- (b) any negligent act or omission of the Operator, or its officers, directors, agents, contractors or other persons for whom the Operator is responsible at law in connection with the observance or performance of the obligations of the Operator under this Agreement;
- (c) any negligent act or omission of the managing Public Housing Body, or its officers, directors, agents, contractors or other persons for whom the managing Public Housing Body is responsible at law in connection with the observance or performance of the obligations of the Operator under this Agreement;
- (d) the City refusing to issue a Development Permit, building permit, or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands;
- (e) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Rental Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (f) any legal or equitable wrong on the part of the Operator or any breach of this Agreement by the Operator.

5.9 Release

14. The Operator hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Rental Housing Unit;
- (b) City refusing to issue a Development Permit, building permit, or refusing to permit occupancy of any building, or any portion thereof, constructed on the Lands; and/or
- (c) exercise by the City of any of its rights under this Agreement.

5.10 Registration & Priority

15. The Operator agrees to cause this Agreement to be registered in the LTO against the Operator's leasehold interest in the Lands in priority to all financial encumbrances affecting the Operator's leasehold interests in the Lands. If the LTO defects or rejects the registration of this Agreement, then the parties will take such remedial steps as may be required by the LTO to allow this Agreement to be registered in the LTO, but only (to the greatest extent possible as permitted by the *Land Title Act* and the LTO) against the Operator's leasehold interest in the Lands but not against Metro Vancouver's fee simple interest in the Lands.

16. Metro Vancouver and the Operator acknowledge that the City must file a notice of this Agreement in the LTO as required by section 483(5) of the *Local Government Act* in relation to housing agreements and that this will result in a legal notation on title to the Lands referencing the existence of this Agreement.

5.11 City's Powers Unaffected

17. This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Operator from complying with any enactment, including in relation to the use or subdivision of the Lands.

5.12 Agreement for Benefit of City Only

18. The Operator and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Operator, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Rental Housing Unit; and

- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Operator.

5.13 No Public Law Duty

19. Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Operator agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

5.14 Enuring Effect

20. This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

5.15 Severability

21. If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

5.16 Waiver

22. All remedies of the City against the Operator will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

5.17 Sole Agreement

23. This Agreement, and any documents signed by the Operator contemplated by this Agreement, represent the whole agreement between the City and the Operator respecting the use and occupation of the Affordable Rental Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement.

5.18 Further Assurance

24. Upon request by the City, the Operator will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

5.19 Agreement Runs with the Lands

25. This Agreement shall burden and run with, and bind the successors in title to, the leasehold interest of the Operator in the Lands and every parcel into which the Lands may be Subdivided.

5.20 No Joint Venture

26. Nothing in this Agreement will constitute the Operator as the agent, joint venturer, or partner of the City or give the Operator any authority to bind the City in any way.

5.21 Applicable Law

27. Unless the context otherwise requires, the laws of British Columbia will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

5.22 Joint and Several

28. If the Operator is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Operator shall be joint and several.

5.23 Limitation on the Operator's Obligations

29. The Operator is only liable for breaches of this Agreement that occur while the Operator is the registered owner of a leasehold interest in the Lands provided however that notwithstanding that the Operator is no longer the registered owner of a leasehold interest in the Lands, the Operator will remain liable for breaches of this Agreement that occurred while the Operator was the registered owner of a leasehold interest in the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the General Instrument - Part 1, which is a part hereof.

SCHEDULE B

STATUTORY DECLARATION: OCCUPANCY

I, _____ of _____, British Columbia, [in my capacity as _____ of _____ [Operator Name] (the "Owner") and without personal liability (if applicable),] do certify that:

1. I am the authorized signatory of the Owner of _____, unit _ (the "Affordable Rental Housing Unit"), and make this certificate to the best of my personal knowledge.
2. This certificate is made pursuant to the Housing Agreement in respect of the Affordable Rental Housing Unit.
3. For the period from _____ to _____, the Affordable Rental Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose Cumulative Gross Annual Household Income, names and current addresses and whose employer's names and current addresses appear below:
 30. [Names, addresses and phone numbers of Eligible Tenants]
 31. Cumulative Gross Annual Household Income:
4. The rent charged each month for the Affordable Rental Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this certificate: \$ _____ per month;
 - (b) the rent on the date of this certificate: \$ _____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this certificate: \$ _____.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the Corporation of the City of Port Coquitlam noted or registered in the Land Title Office against the land on which the Affordable Rental Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.
6. I make this certificate, conscientiously believing it to be true and knowing that the City of Port Coquitlam will be relying upon the statements made herein.

[Owner]

Signature

PRIORITY AGREEMENT

[Name of Chargeholder] (the "**Chargeholder**") is the holder of the following Mortgages and Assignments of Rents (and any related extensions thereof):

[-Details of Mortgage, etc.]

all registered in the Land Title Office (collectively, the "Bank Charges") against title to the Lands (as further defined and legally described in the agreement to which this priority agreement is attached), as applicable.

The Chargeholder, being the holder of the Bank Charges, by signing the Form C General Instrument attached hereto as Part I, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder) hereby consents to the granting of this Affordable Rental Housing Agreement and hereby covenants that this Affordable Rental Housing Agreement shall bind the Bank Charges in the Lands, and shall rank in priority upon the Lands, over the Bank Charges as if the Affordable Rental Housing Agreement had been registered prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

CITY OF PORT COQUITLAM

OFFICIAL COMMUNITY PLAN AMENDMENT BYLAW, 2018

Bylaw No. 4075

Whereas an Official Community Plan was adopted by the "Official Community Plan Bylaw, 2013, No. 3838"

And whereas an amendment to the Official Community Plan has been prepared and after First Reading of this Bylaw the Council has:

- (a) considered the amendment to the plan in conjunction with the City's financial plan;*
- (b) determined that no applicable waste management plan exists for consideration;*
- (c) determined that sufficient opportunities for consultation on the amendment to the plan have been provided;*
- (d) determined that the amendment to the plan does not affect the City of Coquitlam, District of Pitt Meadows, School District No. 43, Metro Vancouver Regional District, TransLink, the Kwikwetlem First Nation or the provincial or federal government or their agencies.*

The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw may be cited as "Official Community Plan Bylaw, 2013, No. 3838, Amendment Bylaw, 2018, No. 4075

2. ADMINISTRATION

- 2.1 That Section 8.2 of the "Official Community Plan Bylaw, 2013, No. 3838" be amended by replacing the description for the Comprehensive Residential land use designation with the following description:

"Comprehensive Residential – The Comprehensive Residential designation allows for truly sustainable community developments having a mix of attached ground-oriented residential and apartment dwelling units and may include complementary community commercial uses such as child care facilities and medical services."

- 2.2 That Map 16 of the "Official Community Plan Bylaw, 2013, No. 3838" be amended by applying the land use designation Comprehensive Residential (CR) to the area of land as shown on Schedule 1, attached to and forming part of this Bylaw.

- 2.3 That subsection 9.5 (e)(iii) *Intensive Residential Location Specific Guidelines for Aggie Park* be augmented with the following clause:

"A comprehensive development restricted to affordable rental housing and ground-level commercial uses may be located at 2117 Prairie Avenue (north-west corner of Prairie Avenue and Flint Street). A mixed-use building with a height of up to 5 storeys may be located on the east part of the site and

townhouse buildings having a height of up to 3 storeys located within the west part of the site, subject to all required on-site parking being located under the buildings and accessed from the lane. The mixed-use building should be articulated but recessed upper floors and increased building setbacks from the corner are not required. Ground floor commercial uses shall be designed to minimize potential impacts on adjacent residential areas by providing a high level of pedestrian accessibility connecting the commercial entries to the streets, being oriented to the street, and limiting exterior lighting and signage. Substantial landscaping and screening along the west and north (lane) property lines shall be provided to maximize privacy. Free standing signs and neon signage are discouraged.”

2.4 That subsection 9.6 (h)(ii), *Commercial Location Specific Guidelines for Aggie Park*, be augmented with the following clause:

“The Intensive Residential Location Specific Guidelines for Aggie Park shall apply to commercial uses at 2117 Prairie Avenue (north-west corner of Prairie Avenue and Flint Street)”.

READ A FIRST TIME this	18 th day of	September, 2018
READ A SECOND TIME this	18 th day of	September, 2018
PUBLIC HEARING HELD this	9 th day of	October, 2018
READ A THIRD TIME this	9 th day of	October, 2018
ADOPTED this		

Mayor

Corporate Officer

SCHEDULE 1



CITY OF PORT COQUITLAM
ZONING AMENDMENT BYLAW, 2018

Bylaw No. 4076

The Council of the Corporation of the City of Port Coquitlam enacts as follows:

1. CITATION

This Bylaw may be cited as “Zoning Bylaw, 2008, No. 3630, Amendment Bylaw, 2018, No. 4076.

2. ADMINISTRATION

- 2.1 The Zoning Map of the "Zoning Bylaw, 2008, No. 3630" be amended to reflect the following rezoning:

Civic: 2115, 2119, 2123 and 2127 Prairie Avenue

Legal: Lot 17, 18, 19 and 20, Block 1, District Lot 465, New Westminster District, Plan NWP1189

From: RS1 Residential Single Dwelling 1) and RD (Residential Duplex)

To: CD36 (Comprehensive Development Zone 36)

as shown on Schedule 1 attached to and forming part of this Bylaw.

- 2.2 That Section 2, Definitions, of “Zoning Bylaw, 2008, No. 3630” be amended by including the following definition:

Residential rental tenure means the occupancy of a housing unit pursuant to a residential tenancy agreement under the *Residential Tenancy Act* and in the event of repeal of the *Residential Tenancy Act* without replacement, occupancy of a housing unit that would have constituted a residential tenancy under the *Act* prior to its repeal.

- 2.3 Inserting a new zone, 6.36 – CD36 Comprehensive Development Zone 36 with the following:

CD36 Comprehensive Development Zone 36 (The Alex at 2117 Prairie Avenue)

6.36.1 Property Description

Lots 17-20, Block 1, District Lot 465, New West District, Plan NWP1189

All to be consolidated.

6.36.2 Permitted Uses

Table 6.36.1: Permitted Uses in CD36

Permitted Use	
Apartments restricted to residential rental tenure	
Townhouses restricted to residential rental tenure	
Child care facilities	Note 1
Health services	Note 2 Note 3
Offices restricted to caretaker services, management of rental accommodation within this zone	
Accessory home businesses	

Notes to Table 6.36.1

- Note 1. A child care facility shall be restricted to the ground floor of building containing rental apartment uses, must comply with the requirements of the B.C. Building Code for assembly uses, and must provide a separate entrance at ground level connecting directly to a street. A maximum of 45 children may be cared for at one time in a child care facility;
- Note 2. Health services shall be restricted to the ground floor of a building containing rental apartment uses and must provide a separate entrance at ground level connecting directly to the street.
- Note 3. Health services shall not include in-patient detox services, needle exchange or safe injection services or on-site methadone dispensing.

6.36.3 Comprehensive Zone 36 Regulations

Apartment and townhouse uses within this zone shall be subject to the following regulations:

- a) a maximum of 83 dwelling units;
- b) a maximum height of a building containing apartment uses of 5 storeys;
- c) a maximum height of townhouses of 3 storeys;
- d) a minimum setback for a building containing apartment uses of 7.5 metres from a property line along Prairie Avenue and 4.0 metres from a property line along Flint Street;
- e) a minimum setback for a building containing townhouse uses of 6.0 metres from a property line abutting a street or lane, 1.8 metres from an interior side property line and 3.5 metres from an interior side property line in the case of a building wall having a window to a habitable room;
- f) provision of one loading bay accessed from the lane;

- g) health services and office uses may occupy an interior floor area of up to 700 m²;
- h) apartment uses shall have a combined minimum amount of indoor amenity space and outdoor amenity space of 90 m²;
- i) parking for all uses must be provided within the building or underground;
- j) a minimum of 29 shared parking spaces shall be provided for commercial uses and residential visitors;
- k) a minimum of 112 parking spaces shall be provided for all uses;
- l) despite s.13 of this bylaw, the required minimum garbage and recycling space is of 29 m².

2.4 That "Zoning Bylaw, 2008, No. 3630" be further amended as follows:

In s.8.5 of Section 8, Child Care Regulations, by inserting "other than a child care facility in CD36" after, "Child care facilities in a CD zone".

READ A FIRST TIME this	18 th day of	September, 2018
READ A SECOND TIME this	18 th day of	September, 2018
PUBLIC HEARING HELD this	9 th day of	October, 2018
READ A THIRD TIME this	9 th day of	October, 2018
ADOPTION this	day of	

Mayor

Corporate Officer

RECOMMENDATION:

That Council approve the City's 2019 Statement of Financial Information.

REPORT SUMMARY

Legislation requires the City of Port Coquitlam (the City) to annually prepare both a Statement of Financial Information (SOFI) (Attachment 1) and an annual report ([portcoquitlam.ca/annual report](http://portcoquitlam.ca/annual-report)). The SOFI contains the City's financial statements, as well as additional disclosure regarding payments to suppliers and grant recipients as well as remuneration, benefits and expenses paid to employees and members of Council. The annual report includes the City's accomplishments, activities and financial results for 2019 and goals for 2020 and beyond.

BACKGROUND

Section 168 of the Community Charter stipulates that at least once a year a report must be prepared and circulated that separately lists Council remuneration, expenses, benefits and contracts. Under the Financial Information Act and corresponding regulations, the City is required to prepare a SOFI and have it approved by Council no later than June 30. The approval date requirement has been delayed to August 31 for the 2019 financial year submission as a result of the impact of COVID-19, however, staff have prepared the report consistent with the original deadline timing.

Section 98 of the Community Charter requires the City to publish an annual report detailing the City's accomplishments, activities and financial results for the past year as well as goals for the upcoming year and beyond. The legislation requires Council to consider the report and any public submissions or questions at a public meeting.

DISCUSSION**Statement of Financial Information and Report on Council Remuneration**

For the year ended December 31, 2019, there were no contracts between any members of Council and the City. Council remuneration, expenses and benefits have been reported as part of the City's 2019 SOFI. All employees earning over \$75,000 in 2019 are listed on the employee remuneration, expenses and benefits schedule, consistent with the financial information regulation. The main contributing factor affecting the 2019 employee remuneration compared to the prior year is contract pay increases. The increase in grant and contribution payments in 2019 compared to 2018 is the result of the City's support to the Port Coquitlam Events Society, the Port Coquitlam Heritage & Cultural Society and the Port Coquitlam Sports Alliance.

Annual Report

The City of Port Coquitlam's 2019 annual report has been available on the City's website (portcoquitlam.ca/annualreport) since June 8 for viewing and download. Copies will also be mailed to community stakeholders, community groups and neighbouring municipalities. Advertisements have been placed in the local newspaper and shared on social media advising the public of the City's annual reporting and opportunity to convey concerns, comments or questions to Council concerning the annual report before 4:30 p.m. Friday, June 19, 2019.

For fourteen consecutive years, Port Coquitlam's comprehensive, easy-to-read annual reports have won awards from the Government Finance Officers Association (GFOA) of the United States and Canada. The 2019 report will be submitted to the GFOA for consideration for the Canadian Financial Reporting Award.

Highlights of 2019 featured in the report include:

- Opening of phase one amenities in the new 205,000 square foot Port Coquitlam Community Centre, including two new arenas, spaces for youth and seniors, a library, multi-purpose rooms and fitness centre.
- Continued strong growth valued at \$150 million including significant industrial and commercial investments.
- Adopted a new two-year capital program with the City's largest one-time investment in neighbourhood infrastructure to date (\$26 million) along with a number of pedestrian safety, traffic calming and other projects.
- Introduced a new One Pass to expand access to city-wide drop in recreation activities while adjusting fees to support families and young people.
- Introduced a street cleaning position and See It? Report it program to encourage the public to report problems with city services.
- Continued to invest in parks and outdoor spaces, including a new Castle Park spray park, Fox Park playground and upgrades to Centennial Pool.
- Introduced an advisory roundtable of seventeen volunteer citizen advisors, representing diverse backgrounds and interests which met several times this year.
- Began to see tangible results from the Downtown concept plan that will build on the downtown's strengths including a proposal for key properties on McAllister Avenue.
- Adopted a new tree bylaw that ensures property owners replace the trees they cut and helps protect the City's urban forest for future generations.
- Adopted a new Affordable and Family Friendly Housing Policy and also introduced regulations to help protect renters from renovictions.

The 2019 Annual Report has three main sections:

- Introductory Section – This section includes a variety of information including messages from the Mayor and Chief Administrative Officer, a synopsis of the Corporate Strategic

2019 Statement of Financial Information and Annual Report

direction, recognition of the volunteer and city staff contributions to the community, an economic snapshot, 2019 highlights and key accomplishments for each city department and the RCMP.


The Introductory Section also includes a 2019 Letter of Transmittal from the City's Director of Finance, which verifies that the financial statements and related information in the 2019 Annual Report were prepared in accordance with Canadian Public Sector Accounting Standards.

- Financial Section – This section includes a letter from the city's auditors that verifies that they have audited the Consolidated Financial Statements of the City of Port Coquitlam for the year ending December 31, 2019 and that these financial statements present fairly the consolidated financial position of the city in accordance with Canadian public sector accounting standards, and the audited financial statements.
- Statistical Section – This section provides comparative information on the city's finances, primarily in graphical form.

FINANCIAL IMPLICATIONS

None.

OPTIONS (✓ = Staff Recommendation)

	#	Description
	1	Approve the City's 2019 Statement of Financial Information
	2	Request further information from staff.

ATTACHMENTS

Attachment #1: 2019 Statement of Financial Information

Lead author: Chris Adams-Brush

2019

C I T Y O F
PORT
COQUITLAM

STATEMENT OF FINANCIAL INFORMATION



**THE CORPORATION OF THE CITY OF PORT COQUITLAM
STATEMENTS AND SCHEDULES OF FINANCIAL INFORMATION
FOR THE YEAR ENDED DECEMBER 31, 2019**

Financial Information Regulation

Schedule 1

	Page
Section 9	3
Section 9 (3)	4
Sections 2 & 3	5
Section 4	26
Section 5	27
Section 6 (2)(a)	28
Section 6 (2)(b) & (c) & (d)	29
Section 6 (7)	33
Section 7	34
Section 7 (2)	38

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
STATEMENT OF FINANCIAL INFORMATION APPROVAL
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 9

The undersigned, as authorized by the Financial Information Regulation, Schedule 1, subsection 9 (2), approves all the statements and schedules included in this Statement of Financial Information produced under the Financial Information Act.

Mayor Brad West

**Karen Grommada, CPA, CMA
Director of Finance**

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
STATEMENT OF FINANCIAL INFORMATION MANAGEMENT REPORT
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 9(3)

The Financial Statements contained in this Statement of Financial Information under the Financial Information Act have been prepared by management in accordance with Canadian Public Sector Accounting Standards. Management is also responsible for all of the statements and schedules, and for ensuring that this information is consistent, where appropriate, with the information contained in the financial statements.

City Council and the Committee of Council ensures management fulfills its responsibilities for financial reporting, budgeting and internal controls by approving bylaws and policies, reviewing variance reports and financial statements with management, and having discussions with the City's auditors in a closed meeting of the Committee of Council.

The City's external auditors, KPMG LLP, conduct an independent examination, in accordance with generally accepted auditing standards, and express their opinion on the financial statements. Their examination does not relate to the other schedules and statements required by the Financial Information Act. Their examination included a review and evaluation of the City's system of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have unrestricted access to Council and the Committee of Council.

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
STATEMENT OF FINANCIAL INFORMATION AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Sections 2 & 3



KPMG LLP
PO Box 10426 777 Dunsmuir Street
Vancouver BC V7Y 1K3
Canada
Telephone (604) 691-3000
Fax (604) 691-3031

INDEPENDENT AUDITORS' REPORT

To the Mayor and Council of the Corporation of the City of Port Coquitlam

Opinion

We have audited the consolidated financial statements of the Corporation of the City of Port Coquitlam (the "City"), which comprise:

- the consolidated statement of financial position as at December 31, 2019
- the consolidated statement of operations for the year then ended
- the consolidated statement of change in net financial assets for the year then ended
- the consolidated statement of cash flows for the year then ended
- and notes to the consolidated financial statements, including a summary of significant accounting policies

(hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the consolidated financial position of the City as at December 31, 2019, and its consolidated results of operations, its consolidated changes in net financial assets and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditors' Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the City in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the City's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the City's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.



- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities with the group entity to express an opinion on the financial statements. We are responsible for the direction, supervision and performance of the group audit. We remain solely responsible for our audit opinion.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, stylized font and is underlined with a single horizontal stroke.

Chartered Professional Accountants

Vancouver, Canada
May 12, 2020

THE CORPORATION OF THE CITY OF PORT COQUITLAM
CONSOLIDATED STATEMENT OF FINANCIAL POSITION
As at December 31


	2019	2018
FINANCIAL ASSETS		
Cash and cash equivalents	\$ 30,474,536	\$ 4,439,646
Investments (Note 3)	180,343,107	171,847,539
Accounts and other receivables (Note 4)	9,178,069	24,556,289
Due from other governments (Note 5)	875,592	704,233
	<u>220,871,304</u>	<u>201,547,707</u>
LIABILITIES		
Accounts payable and accrued liabilities (Note 6)	18,351,981	22,261,073
Deferred revenue (Note 7)	16,588,378	15,326,759
Deposits (Note 8)	8,784,720	9,962,499
Development cost charges (Note 9)	38,768,715	35,978,928
Post-employment future benefits and compensated absences (Note 10)	2,875,000	2,813,000
Debt (Note 11)	71,987,937	20,465,325
	<u>157,356,731</u>	<u>106,807,584</u>
NET FINANCIAL ASSETS	63,514,573	94,740,123
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 12)	733,097,189	690,006,511
Inventories	371,731	372,431
Prepaid expenses	250,977	233,987
	<u>733,719,897</u>	<u>690,612,929</u>
ACCUMULATED SURPLUS (Note 13)	<u>\$ 797,234,470</u>	<u>\$ 785,353,052</u>

Commitments and contingencies (Note 17)
Subsequent event (Note 25)

See accompanying notes to consolidated financial statements



KRISTEN DIXON
Chief Administrative Officer



KAREN GROMMADA
Director of Finance

THE CORPORATION OF THE CITY OF PORT COQUITLAM
CONSOLIDATED STATEMENT OF OPERATIONS
For the Year Ended December 31

	2019 Budget (Notes 2(c) and 22)	2019	2018
REVENUE			
Taxation (Note 20)	\$ 68,731,200	\$ 68,621,282	\$ 66,347,197
Utility charges	24,206,700	25,123,398	23,148,835
Sale of services	6,596,600	7,224,919	6,864,438
Contributions (Note 21)	4,157,300	5,042,085	15,508,028
Permits and licenses	2,812,600	3,485,762	3,219,649
Investment income	2,039,900	4,033,773	3,618,483
Penalties and fines	429,500	570,351	473,984
Other revenue	62,500	1,443,484	1,048,282
	\$ 109,036,300	\$ 115,545,054	\$ 120,228,896
EXPENSES			
General government	\$ 9,168,130	\$ 10,093,502	\$ 9,042,904
Engineering and public works	17,440,835	18,947,983	17,401,245
Recreation	15,001,410	19,336,276	13,104,051
Police services	15,692,374	15,483,411	14,680,603
Fire and emergency services	13,105,042	13,023,686	12,226,040
Development services	4,050,285	3,479,995	3,201,571
Solid waste operations	4,139,000	4,050,963	3,710,344
Water operations	10,901,445	10,934,231	10,837,877
Sanitary sewer operations	8,485,779	8,313,589	7,923,051
	\$ 97,984,300	\$ 103,663,636	\$ 92,127,686
ANNUAL SURPLUS	\$ 11,052,000	\$ 11,881,418	\$ 28,101,210
ACCUMULATED SURPLUS, beginning of year	785,353,052	785,353,052	757,251,842
ACCUMULATED SURPLUS, end of year	\$ 796,405,052	\$ 797,234,470	\$ 785,353,052

See accompanying notes to consolidated financial statements

THE CORPORATION OF THE CITY OF PORT COQUITLAM
CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS
For the Year Ended December 31

	2019 Budget (Notes 2(c) and 22)	2019	2018
Annual surplus	\$ 11,052,000	\$ 11,881,418	\$ 28,101,210
Acquisition of tangible capital assets	(79,130,900)	(58,005,947)	(55,692,870)
Developer contributions of tangible capital assets	(1,000,000)	(2,009,256)	(1,412,331)
Amortization of tangible capital assets	12,000,000	12,394,810	11,194,146
Loss on disposals of tangible capital assets	-	4,456,874	596,419
Proceeds on disposals of tangible capital assets	-	72,841	411,921
Use (increase) of inventories	-	700	(77,960)
Increase of prepaid expenses	-	(16,990)	(76,431)
Change in net financial assets	(57,078,900)	(31,225,550)	(16,955,896)
NET FINANCIAL ASSETS, beginning of year	94,740,123	94,740,123	111,696,019
NET FINANCIAL ASSETS, end of year	\$ 37,661,223	\$ 63,514,573	\$ 94,740,123

See accompanying notes to consolidated financial statements

THE CORPORATION OF THE CITY OF PORT COQUITLAM
CONSOLIDATED STATEMENT OF CASH FLOWS
For the Year Ended December 31

	2019	2018
CASH PROVIDED (USED) BY:		
OPERATING ACTIVITIES		
Annual surplus	\$ 11,881,418	\$ 28,101,210
Items not involving cash:		
Developer contributions of tangible capital assets	(2,009,256)	(1,412,331)
Amortization of tangible capital assets	12,394,810	11,194,146
Loss on disposal of tangible capital assets	4,456,874	596,419
Change in non-cash operating assets and liabilities:		
Accounts and other receivables	15,378,220	(1,004,582)
Due from other governments	(171,359)	(77,762)
Accounts payable and accrued liabilities	(3,909,092)	9,957,076
Deferred revenue	1,261,619	3,551,343
Deposits	(1,177,779)	232,352
Development cost charges	2,789,787	3,094,324
Post employment future benefits and compensated absences	62,000	70,000
Inventories	700	(77,960)
Prepaid expenses	(16,990)	(76,431)
Cash provided by operating activities	40,940,952	54,147,804
FINANCING ACTIVITIES		
Proceeds from long-term borrowings	52,000,000	-
Debt repayment	(477,388)	(615,325)
Cash provided by (used in) financing activities	51,522,612	(615,325)
CAPITAL ACTIVITIES		
Cash used to acquire tangible capital assets	(58,005,947)	(55,692,870)
Proceeds on disposals of tangible capital assets	72,841	411,921
Cash used in capital activities	(57,933,106)	(55,280,949)
INVESTING ACTIVITIES		
Purchase of investments	(107,665,000)	(159,000,000)
Redemption of investments	99,169,432	161,299,067
Cash provided by (used in) investing activities	(8,495,568)	2,299,067
INCREASE IN CASH AND CASH EQUIVALENTS	26,034,890	550,597
CASH AND CASH EQUIVALENTS, beginning of year	4,439,646	3,889,049
CASH AND CASH EQUIVALENTS, end of year	\$ 30,474,536	\$ 4,439,646

See accompanying notes to consolidated financial statements

THE CORPORATION OF THE CITY OF PORT COQUITLAM
NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS
YEAR ENDED DECEMBER 31, 2019

1 OPERATIONS

The Corporation of the City of Port Coquitlam (the "City") is incorporated under the Local Government Act of British Columbia. The City's principal activities include the provision of local government services to residents of the incorporated area. These include administrative, protective, transportation, environmental, recreational, water and sanitary sewer services.

2 SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the City are prepared in accordance with Canadian Public Sector Accounting Standards as recommended by the Public Sector Accounting Board ("PSAB") of the Chartered Professional Accountants of Canada.

(a) Basis of Presentation

The consolidated financial statements comprise the City's General, Capital, Water, Sewer and Reserve funds and the Port Coquitlam Community Foundation. All inter-fund and inter-entity balances and transactions have been eliminated on consolidation.

Under the Community Charter, City Council may, by bylaw, establish reserve funds for specified purposes:

(i) Internally restricted reserves are in accordance with City policy and with bylaws adopted by City Council pursuant to the Community Charter. The policy and bylaws define the funding source for each reserve and their usage.

(ii) Statutorily restricted reserves are reserves restricted by the provincial government in accordance with the Community Charter. The legislation defines the funding source for each reserve and their usage.

Trust funds are those that are administered for certain beneficiaries. In accordance with PSAB recommendations, trust funds are not included in the City's consolidated financial statements. Trust funds administered by the City are presented in Note 19.

(b) Basis of Accounting

The City follows the accrual method of accounting for revenues and expenses. Revenues are recognized in the year in which they are earned and measurable. Expenses are recognized as they are incurred and measurable as a result of the receipt of goods and services and/or the creation of a legal obligation to pay.

(c) Budget Information

The budget information reported in the consolidated statement of operations and the consolidated statement of change in net financial assets reflects the 2019 Financial Plan Bylaw adopted by City Council on May 14, 2019.

(d) Cash and Cash Equivalents

Cash and cash equivalents consist of cash, highly liquid money market investments, and investments with maturities of less than 90 days at acquisition.

(e) Investments

Investments have maturity dates of more than 90 days at acquisition and are recorded at cost, adjusted for amortization of premiums or discounts. Provisions for losses are recorded when they are considered to be other than temporary.

(f) Revenue Recognition

Taxes are recorded at estimated amounts when they meet the definition of an asset, they are authorized and the taxable event occurs. Levies imposed by other taxing authorities are not included as taxes for municipal purposes. British Columbia Assessment Authority's appeal process may adjust taxes by way of supplementary roll adjustments. These adjustments are recognized in the year they are adjusted.

2 SIGNIFICANT ACCOUNTING POLICIES - Continued

(g) Deferred Revenue

The City defers a portion of the revenue collected from permits, licenses and recreation and other fees and recognizes this revenue in the year in which related services are performed or other related expenditures are incurred. The City also defers prepaid property taxes which are recognized in the taxation year to which they relate.

(h) Deposits

Deposits represent cash collected by the City as security against work performed by property developers. The security is returned to the developer upon satisfactory completion of the work, or recognized into revenue if the work is not performed in accordance with the applicable bylaws.

(i) Development Cost Charges

Development cost charges, collected to pay for capital projects due to be developed, are deferred upon receipt and are recognized as revenue when the capital costs for which they were collected are incurred.

(j) Post-employment Future Benefits and Compensated Absences

The City and its employees make contributions to the Municipal Pension Plan. As this plan is a multi-employer plan, contributions are expensed as incurred.

Post-employment future benefits and compensated absences also accrue to City employees. Liabilities related to these benefits are actuarially determined based on service and best estimates of retirement ages and expected future salary and wage increases. Liabilities under these benefits plans are accrued based on projected benefits as the employees render services necessary to earn the future benefits.

(k) Debt

Debt is recorded in the consolidated financial statements net of sinking fund credits.

(l) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They are not intended for sale in the ordinary course of operations.

Tangible Capital Assets

Tangible capital assets are recorded at cost which includes amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, is amortized on a straight line basis over the asset's useful life as follows:

Major Asset Category	Useful Life
Land	Not amortized
Parks infrastructure	3 to 100 years
Vehicles, machinery and equipment	5 to 25 years
Transportation infrastructure	10 to 100 years
Buildings	20 to 70 years
Drainage	25 to 100 years
Land improvements	45 to 100 years
Water	25 to 80 years
Sanitary sewer	25 to 100 years

Amortization begins once the asset is in use and ends when the asset is disposed or decommissioned. Assets under construction are not amortized until the asset is available for productive use.

Tangible capital assets received as contributions are recorded at their fair value at the date of receipt and are also recorded as revenue.

2 SIGNIFICANT ACCOUNTING POLICIES - Continued

(l) Non-Financial Assets-Continued

Leases, which transfer substantially all of the benefits and risks incidental to ownership of property, are accounted for as leased tangible capital assets. All other leases are accounted for as operating leases and the related payments are charged to expenses as incurred.

Natural resources, works of art and historic assets are not recorded as assets in these consolidated financial statements.

Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

(m) Government Transfers

Restricted transfers from governments are deferred and recognized as revenue as the related expenditures are incurred and eligibility terms are met or the stipulations in the related agreement are met. Unrestricted transfers are recognized as revenue when received or if the amount to be received can be reasonably estimated and collection is reasonably assured.

(n) Liabilities for Contaminated Sites

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic, radioactive material or live organism that exceeds an environmental standard. Liabilities are recorded net of any expected recoveries.

A liability for remediation of contaminated sites is recognized when a site is not in productive use and the following criteria are met:

- (i) An environmental standard exists;
- (ii) Contamination exceeds the environmental standards;
- (iii) The City is directly responsible or accepts responsibility;
- (iv) It is expected that future economic benefits will be given up and
- (v) A reasonable estimate of the amount can be made.

The liability is recognized as management's estimate of the cost of post-remediation including operation, maintenance, and monitoring that are an integral part of the remediation strategy for a contaminated site.

(o) Use of Estimates

The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the consolidated financial statements and the reported amounts of revenue and expenses during the reporting period. Significant areas requiring the use of management estimates relate to the determination of post-employment future benefits and compensated absences, allowance for doubtful accounts receivable, provision for contingencies and liability for contaminated sites, valuation of contributed tangible capital assets, and useful lives of tangible capital assets. Actual results may differ from management's estimates as additional information becomes available. Adjustments, if any, will be reflected in the consolidated financial statements in the period that the change in estimate is made, as well as in the period of settlement if the amount is different.

(p) Segment Disclosure

A segment is defined as a distinguishable activity or group of activities of a government for which it is appropriate to separately report financial information to achieve the objectives of the standard. Financial information is presented in segmented format in Note 23.

3 INVESTMENTS

	2019	2018
Deposits (a)	\$ 173,277,745	\$ 165,591,240
Municipal Finance Authority Intermediate Fund (b)	6,400,345	6,256,299
Portfolio Investments (c)	665,017	-
	<u>\$ 180,343,107</u>	<u>\$ 171,847,539</u>

(a) Deposits include term deposits in credit unions guaranteed by the Province of British Columbia with varying maturity dates from January, 2020 to June, 2021 and have rates of return ranging from 2.25% to 4.00% (2018 - 2.10% to 4.00%).

(b) The carrying value of the Municipal Finance Authority Intermediate Fund at December 31, 2019 was \$6,400,345 (2018 - \$6,256,299) and the market value at December 31, 2019 was \$6,199,884 (2018 - \$6,060,859).

(c) The Port Coquitlam Community Foundation's portfolio investments are comprised of fixed income and equity securities. The fixed income securities have varying maturity dates from February, 2020 to November, 2023 and have rates of return ranging from 1.92% to 3.87%.

4 ACCOUNTS AND OTHER RECEIVABLES

	2019	2018
Land sale receivable (a)	\$ 2,150,000	\$ 8,150,000
Accounts receivable	2,584,312	12,246,850
Property tax and utility receivable	3,198,375	2,501,061
Development cost charges receivable	272,886	1,289,180
Other	972,496	369,198
	<u>\$ 9,178,069</u>	<u>\$ 24,556,289</u>

(a) Land sale receivable

In 2017, the City sold land to a developer for \$17,275,000. The City also entered into an agreement with a contractor to construct the community centre situated on adjacent land. As per the land purchase and sale agreement, the payments remitted by the developer for the land sale are to be offset against progress payments payable by the City to the contractor for the community centre construction. As of December 31, 2019, the City has received a total of \$15,125,000 (2018 - \$9,125,000) of land sale proceeds in the form of cash of \$1,125,000 (2018 - \$1,125,000) and offsets against progress payments on a construction contract of \$14,000,000 (2018 - \$8,000,000). The remaining land sale receivable of \$2,150,000 is due by July 29, 2020 and will be offset by progress payments. The land sale receivable is non-interest bearing.

5 DUE FROM OTHER GOVERNMENTS

	2019	2018
Government of Canada	\$ 810,266	\$ 643,383
Province of British Columbia	65,326	60,850
	<u>\$ 875,592</u>	<u>\$ 704,233</u>

6 ACCOUNTS PAYABLE AND ACCRUED LIABILITIES

	2019	2018
Accounts payable and accrued liabilities	\$ 13,729,654	\$ 14,152,507
Wages and benefits payable	1,715,445	2,161,195
Statutory holdbacks	2,903,130	5,935,513
Due to other governments	3,752	11,858
	<u>\$ 18,351,981</u>	<u>\$ 22,261,073</u>

7 DEFERRED REVENUE

	December 31, 2018	Additions	Revenue earned	December 31, 2019
Property taxes and utilities prepayments	\$ 8,455,559	\$ 15,717,770	\$ (15,013,474)	\$ 9,159,855
Programs and services	2,185,671	2,875,478	(3,149,073)	1,912,076
Other	4,685,529	3,012,220	(2,181,302)	5,516,447
	<u>\$ 15,326,759</u>	<u>\$ 21,605,468</u>	<u>\$ (20,343,849)</u>	<u>\$ 16,588,378</u>

8 DEPOSITS

Deposits represent cash collected as security for highway use, subdivision servicing, soil removal and other development activities.

9 DEVELOPMENT COST CHARGES

	December 31, 2018	Third Party Contributions	Interest Allocation	Capital Expenditures	December 31, 2019
<u>Area 1</u>					
Drainage	\$ 4,550,934	\$ 224,830	\$ 128,195	\$ -	\$ 4,903,959
Transportation	10,728,810	747,479	305,211	-	11,781,500
Parks	4,749,650	477,667	134,306	(205,710)	5,155,913
Water	4,803,957	107,028	133,444	(6,365)	5,038,064
Sanitary	1,596,802	38,344	44,423	-	1,679,569
<u>Area 2</u>					
Drainage	329,407	184,092	11,586	-	525,085
Transportation	4,653,567	212,939	130,853	-	4,997,359
Parks	1,167,802	18,262	32,354	-	1,218,418
Water	1,500,469	39,970	41,797	-	1,582,236
Sanitary	908,519	10,544	25,120	-	944,183
Parks Interest	989,011	-	26,188	(72,770)	942,429
	<u>\$ 35,978,928</u>	<u>\$ 2,061,155</u>	<u>\$ 1,013,477</u>	<u>\$ (284,845)</u>	<u>\$ 38,768,715</u>

10 POST-EMPLOYMENT FUTURE BENEFITS AND COMPENSATED ABSENCES

The City provides sick leave and retirement benefits to its employees. Eligible employees accumulate sick leave entitlement on a monthly basis and can only use this entitlement for paid time off under certain circumstances. Retirement benefits represent the City's share of the cost to provide eligible employees with severance pay upon retirement.

The amount recorded for these benefits is based on an actuarial valuation done by an independent firm of actuaries using a projected benefit actuarial valuation method pro-rated on services. The most recent actuarial valuation of the City's future benefits was completed as at December 31, 2017 with results extrapolated to December 31, 2019.

Information regarding the City's obligations for these benefits is as follows:

	Non-Vested Sick			2018
	Leave	Severance	2019	
Accrued benefit obligation, beginning of year	\$ 661,000	\$ 2,529,000	\$ 3,190,000	\$ 3,432,000
Service cost	48,000	140,000	188,000	190,000
Interest cost	22,000	81,000	103,000	98,000
Benefit payments	(67,000)	(226,000)	(293,000)	(307,000)
Amortization of net actuarial loss	32,000	48,000	80,000	(223,000)
Accrued benefit obligation, end of year	696,000	2,572,000	3,268,000	3,190,000
Unamortized actuarial loss	(264,000)	(129,000)	(393,000)	(377,000)
Accrued benefit liability	\$ 432,000	\$ 2,443,000	\$ 2,875,000	\$ 2,813,000

The unamortized actuarial loss is amortized over a period equal to the employees' average remaining service lifetime. The significant actuarial assumptions adopted in measuring the City's accrued benefit obligation are as follows:

	2019	2018
Discount rate	2.70%	3.20%
Expected future inflation rate	2.50%	2.50%
Expected compensation increase	2.58% - 4.63%	2.58% - 4.63%
Expected average remaining service lifetime	10 years	10 years

11 DEBT

The City incurs debt through the Municipal Finance Authority ("MFA") in accordance with the Community Charter to finance certain capital expenditures. Sinking fund credits managed by the MFA are netted against related debt. The gross amount of debt and the amount of sinking fund credits available to retire the debt are as follows:

	2019				2018
	Sinking Fund				Net Debt
	Gross Debt	Credits	Interest Accrual	Net Debt	
Coast Meridian Overpass, Bylaw 3611, 2.25% due 2039	\$ 25,000,000	(\$ 5,397,959)	\$ 121,747	\$ 19,723,788	\$ 20,465,325
Port Coquitlam Community Centre, Bylaw 4004, 2.24% due 2049	\$ 52,000,000	\$ -	\$ 264,149	\$ 52,264,149	-
Total	\$ 77,000,000	(\$ 5,397,959)	\$ 385,896	\$ 71,987,937	\$ 20,465,325

Future payments on net outstanding debt over the next five years and thereafter are paid from the General Fund and are as follows:

2020	3,266,054
2021	3,266,054
2022	3,266,054
2023	3,266,054
2024	3,266,054
Thereafter	71,568,824
Principal and interest payments	87,899,094
Amount representing interest	15,911,157
Debt principal repayments	\$ 71,987,937

The City paid \$1,185,398, net of earnings on the debt reserve deposit, in interest on debt during the year (2018 - \$862,928).

The City has available a revolving facility up to a maximum of \$5,000,000 which bears interest at an annual rate of bank prime per annum. The City provided security for the facility by way of a general security agreement. No amounts are outstanding under the banking facility.

12 TANGIBLE CAPITAL ASSETS

(a) Assets Under Construction: Assets under construction with a value of \$59,301,539 (2018 - \$71,055,436) have not been amortized. Amortization of these assets will commence when the assets are put into service.

(b) Contributed Tangible Capital Assets: Contributed tangible capital assets (including transportation infrastructure, drainage, water and sanitary sewer assets) have been recognized at fair value at the date of contribution. The value of contributed assets received during the year is \$2,009,256 (2018 - \$1,412,331).

(c) Works of art and historical treasures: The City manages and controls some works of art and non-operational historical assets located at City sites and public display areas. These assets are not recorded as tangible capital assets and are not amortized.

(d) Write-down of tangible capital assets: The write-down of tangible capital assets during the year was nil (2018 - nil).

As at December 31, 2019

	Land	Parks Infrastructure	Vehicles, Machinery, Equipment	Transportation Infrastructure	Buildings	Drainage	Land Improvements	Water	Sanitary Sewer	Assets Under Construction ("AUC")	2019 Total
COST											
Opening Balance	\$ 226,153,739	\$ 20,335,024	\$ 27,027,789	\$ 271,763,895	\$ 37,909,022	\$ 89,205,126	\$ 20,593,001	\$ 78,944,334	\$ 59,476,112	\$ 71,055,436	\$ 902,463,478
Add: Additions	5,854,217	714,288	2,126,120	513,944	579,079	137,339	40,335	422,775	314,357	49,312,749	60,015,203
Add/(Deduct): Transfers from AUC	-	2,731,028	2,569,912	4,970,544	40,348,849	7,202,542	(25,563)	2,341,975	882,033	(61,021,320)	-
Less: Disposals	113,903	(42,641)	(1,009,133)	(790,013)	(9,926,510)	(211,480)	-	(212,398)	(84,238)	(45,326)	(12,207,836)
Closing Balance	232,121,859	23,737,699	30,714,688	276,458,370	68,910,440	96,333,527	20,607,773	81,496,686	60,588,264	59,301,539	950,270,845
ACCUMULATED AMORTIZATION											
Opening Balance	-	11,959,496	16,058,498	66,297,058	20,153,577	33,118,077	6,559,677	35,506,671	22,803,913	-	212,456,967
Add: Amortization	-	829,049	1,708,463	4,537,348	1,107,596	1,418,672	288,689	1,601,036	903,957	-	12,394,810
Less: Disposals	-	(42,641)	(965,234)	(422,529)	(5,907,733)	(144,006)	-	(141,266)	(54,712)	-	(7,678,121)
Closing Balance	-	12,745,904	16,801,727	70,411,877	15,353,440	34,392,743	6,848,366	36,966,441	23,653,158	-	217,173,656
Net Book Value as at December 31, 2019	\$ 232,121,859	\$ 10,991,795	\$ 13,912,961	\$ 206,046,493	\$ 53,557,000	\$ 61,940,784	\$ 13,759,407	\$ 44,530,245	\$ 36,935,106	\$ 59,301,539	\$ 733,097,189

As at December 31, 2018

	Land	Parks Infrastructure	Vehicles, Machinery, Equipment	Transportation Infrastructure	Buildings	Drainage	Land Improvements	Water	Sanitary Sewer	Assets Under Construction (AUC)	2018 Total
COST											
Opening Balance	\$ 224,772,948	\$ 20,322,845	\$ 25,268,899	\$ 264,076,475	\$ 37,821,683	\$ 89,130,189	\$ 20,567,438	\$ 77,511,397	\$ 59,396,054	\$ 28,658,444	\$ 847,526,372
Add: Additions	1,340,635	12,179	2,509,864	1,347,127	87,339	245,503	-	710,139	87,209	50,765,206	57,105,201
Add/(Deduct): Transfers from AUC	60,239	-	-	6,788,737	-	-	25,563	931,281	-	(7,805,820)	-
Less: Disposals	(20,083)	-	(750,974)	(448,444)	-	(170,566)	-	(208,483)	(7,151)	(562,394)	(2,168,095)
Closing Balance	226,153,739	20,335,024	27,027,789	271,763,895	37,909,022	89,205,126	20,593,001	78,944,334	59,476,112	71,055,436	902,463,478
ACCUMULATED AMORTIZATION											
Opening Balance	-	11,244,298	15,460,921	62,239,773	19,358,403	31,896,420	6,268,768	34,041,086	21,912,907	-	202,422,576
Add: Amortization	-	715,198	1,200,994	4,383,151	795,174	1,335,166	290,909	1,580,138	893,416	-	11,194,146
Less: Disposals	-	-	(603,417)	(325,866)	-	(113,509)	-	(114,553)	(2,410)	-	(1,159,755)
Closing Balance	-	11,959,496	16,058,498	66,297,058	20,153,577	33,118,077	6,559,677	35,506,671	22,803,913	-	212,456,967
Net Book Value as at December 31, 2018	\$ 226,153,739	\$ 8,375,528	\$ 10,969,291	\$ 205,466,837	\$ 17,755,445	\$ 56,087,049	\$ 14,033,324	\$ 43,437,663	\$ 36,672,199	\$ 71,055,436	\$ 690,006,511

13 ACCUMULATED SURPLUS

	2019	2018
Unrestricted Reserves		
General	\$ 9,135,080	\$ 11,312,451
Water	1,555,649	1,059,499
Sewer	1,981,024	1,480,379
Port Coquitlam Community Foundation	671,904	643,028
	13,343,657	14,495,357
Restricted reserves (Note 14)	78,357,231	100,710,091
Investment in tangible capital assets (Note 15)	704,910,874	669,541,186
Investment in inventories and prepaids	622,708	606,418
	705,533,582	670,147,604
	<u>\$ 797,234,470</u>	<u>\$ 785,353,052</u>

14 RESTRICTED RESERVES

	December 31, 2018	Contributions / Transfers	Interest Allocation	Use of Reserves	December 31, 2019
Building maintenance	\$ 662,475	\$ -	\$ 13,700	\$ (324,988)	\$ 351,187
Cemetery expansion	175,002	47,202	4,721	(40,335)	186,590
Community amenities	401,803	17,187	11,282	-	430,272
Community centre	12,786,070	4,867,250	177,767	(17,506,212)	324,875
Environmental	500,575	-	13,761	-	514,336
Equipment	11,893,407	920,002	311,911	(2,014,143)	11,111,177
Gas tax	53,329	462,561	7,824	-	523,714
General capital	10,265,826	10,137,984	260,343	(11,781,283)	8,882,870
Land sale	23,269,628	74,099	469,737	(12,438,223)	11,375,241
Long term infrastructure	11,114,188	839,000	316,783	(20,216)	12,249,755
Operating	3,128,957	426,428	87,677	(338,556)	3,304,506
Parking	3,365,261	94,884	93,564	(18,299)	3,535,410
Parks and recreation	762,744	-	20,337	(45,863)	737,218
Parkland acquisition	2,380,467	-	65,439	-	2,445,906
Public safety building	174,709	-	3,762	(75,694)	102,777
Public works special capital	24,703	(24,703)	-	-	-
RCMP	2,220,961	-	55,553	(400,219)	1,876,295
Roads and drainage infrastructure	2,668,674	671,613	78,069	(542,022)	2,876,334
Sewer	5,068,098	2,574,008	160,258	(837,881)	6,964,483
Social housing	475,686	17,188	13,313	-	506,187
Water	9,317,528	1,663,900	262,634	(1,185,964)	10,058,098
	<u>\$ 100,710,091</u>	<u>\$ 22,788,603</u>	<u>\$ 2,428,435</u>	<u>\$ (47,569,898)</u>	<u>\$ 78,357,231</u>

15 INVESTMENT IN TANGIBLE CAPITAL ASSETS

	2019	2018
Cost of tangible capital assets (Note 12)	\$ 950,270,845	\$ 902,463,478
Accumulated amortization (Note 12)	(217,173,656)	(212,456,967)
Debt incurred to purchase tangible capital assets (Note 11)	(71,987,937)	(20,465,325)
Unspent proceeds from debt for future community centre construction costs	43,801,622	-
	<u>\$ 704,910,874</u>	<u>\$ 669,541,186</u>

16 PENSION PLAN

The City and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2018, the plan has about 205,000 active members and approximately 101,000 retired members. Active members include approximately 40,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2018, indicated a \$2,866 million funding surplus for basic pension benefits on a going concern basis.

The City paid \$3,112,807 (2018 - \$2,951,515) for employer contributions while employees contributed \$2,548,230 (2018 - \$2,393,133) to the plan in 2019.

The next valuation will be as at December 31, 2021, with results available in 2022.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

17 COMMITMENTS AND CONTINGENCIES

- (a) The loan agreements with the Metro Vancouver Regional District and the Municipal Finance Authority provide that, if at any time the scheduled payments provided for in the agreements are not sufficient to meet the authorities' obligations in respect of such borrowing, the resulting deficiency becomes a joint and several liability of the City and the other participants.
- (b) A number of legal claims have been initiated against the City in varying or unspecified amounts. The outcome of these claims cannot reasonably be determined at this time. The amount of loss, if any, arising from these claims will be recorded in the period in which the loss is assessed as being likely to occur and the amount can be reasonably estimated. Liability insurance is carried by the City, subject to a deductible of \$250,000. The City self insures claims under \$250,000.

17 COMMITMENTS AND CONTINGENCIES - Continued

- (c) The City is a shareholder and member of E-Comm Emergency Communications for British Columbia Incorporated ("E-Comm") whose services provided include: regional 9-1-1 call centre for the Greater Vancouver Regional District; Wide Area Radio network; dispatch operations; and records management. The City has 1 Class A share and 2 Class B shares (of a total of 34 Class A and 20 Class B shares issued and outstanding as at December 31, 2019).
As a Class A shareholder, the City shares in both funding the future operations and capital obligations of E-Comm (in accordance with a cost sharing formula), including any lease obligations committed to by E-Comm up to the shareholder's withdrawal date.
- (d) The City provides a share of both the ongoing operations and any additional costs relating to tangible capital assets (in accordance with a negotiated agreement) for the RCMP building located at 2986 Guildford Way, Coquitlam, BC.
- (e) The City has entered into an agreement for construction of a community centre for \$122,552,850 with a term of 5 years. The City will offset a further \$2,150,000 of progress payments against the proceeds from a related land sale in 2020 (Note 4(a)).

18 CONTRACTUAL RIGHTS

The City's contractual rights arise from rights to receive payments from rentals, grants and advertising. The City is scheduled to receive the following amounts in the next five years and thereafter:

2020	\$	722,478
2021		644,041
2022		642,753
2023		644,507
2024		342,394
Thereafter		812,935
Total	\$	<u>3,809,108</u>

The City receives certain payments under grant and cost sharing agreements, however the timing and revenue from these agreements can vary depending on development activity. As a result, the revenue from these agreements has not been included in the above amounts.

19 TRUST FUNDS

Certain assets have been conveyed or assigned to the City to be administered as directed by an agreement or statute. The City holds the assets for the benefit of, and stands in a fiduciary relationship, to the beneficiary. The following trust funds are excluded from the City's consolidated financial statements.

	2019	2018
Cemetery Perpetual Care Fund		
Cash balance, beginning of the year	\$ 1,685,521	\$ 1,584,487
Net contributions received	70,182	67,056
Interest earned	47,300	33,978
Cash balance, end of the year	<u>\$ 1,803,003</u>	<u>\$ 1,685,521</u>
Campaign Funds Held in Trust		
Cash balance, beginning of the year	\$ -	\$ -
Net contributions received	55,099	-
Interest earned	1,515	-
Cash balance, end of the year	<u>\$ 56,614</u>	<u>\$ -</u>

20 TAXATION AND OTHER LEVIES

In addition to levying and collecting real property tax for municipal purposes, the City is required to levy and collect taxes on behalf of other jurisdictions as noted below. The amounts are reflected on a net basis within the Consolidated Statement of Operations:

	2019	2018
Gross taxes levied on property	\$ 108,745,617	\$ 104,052,389
Taxes levied and collected on behalf of other jurisdictions		
Province of British Columbia - School Taxes	31,357,602	29,672,279
Metro Vancouver Regional District	1,091,492	1,010,407
BC Assessment Authority	1,015,671	975,298
South Coast British Columbia Transportation Authority	6,654,461	6,042,632
Municipal Finance Authority	5,109	4,576
	40,124,335	37,705,192
Taxation	<u>\$ 68,621,282</u>	<u>\$ 66,347,197</u>

21 GOVERNMENT TRANSFERS

Included in contributions are the following government transfers:

	2019	2018
Federal	\$ 358,804	\$ 10,758,607
Provincial & Regional	2,496,228	2,956,645
	<u>\$ 2,855,032</u>	<u>\$ 13,715,252</u>

22 BUDGET INFORMATION

The budget information presented in these consolidated financial statements is based upon the 2019 Financial Plan Bylaw approved by City Council on May 14, 2019. The chart below reconciles the approved budget to the budget figure reported in these consolidated financial statements.

	Budget Amount
Revenue	109,036,300
Expenses	(97,984,300)
Annual surplus per consolidated statement of operations	11,052,000
Add:	
Amortization	12,000,000
Transfers from reserves	41,524,700
Cash from external borrowing	16,000,000
Less:	
Capital expenditures	(79,130,900)
Capital contributed by developers	(1,000,000)
Debt principal repayments	(445,800)
Approved budget	<u>\$ -</u>

23 OPERATIONS BY SEGMENT

The City provides a wide range of municipal services to its residents, businesses, industries, farms and other properties within its boundaries. The City's operations and activities are organized and reported by segments broadly based on departmental business units. The departments disclosed in the segmented information, along with the services they provide, are as follows:

General government:

General: Includes activities that are attributable to multiple segments.

Corporate support: These support services include: communications and administrative services, corporate office, bylaw services and information services.

Finance: Provides financial services to citizens, City departments and City Council including financial planning and systems, accounting services, revenue and collections, payroll, purchasing and risk management.

Human resources: Provides specialized advice and assistance in all facets of people management including recruitment, labour relations, occupational health and safety, staff training and development, benefit administration, wage and salary administration.

Office of the CAO: Oversees the implementation of the vision, plans and priorities by ensuring effective policies are in place and adhered to and by providing leadership that enables an engaged and productive municipal workforce.

Engineering and public works: Provides and maintains a number of essential municipal services and infrastructure including transportation, parks, trails, athletic fields, roads and drainage, environmental protection, management of the City's fleet and related engineering services.

Recreation: Delivery of recreation, sport, community and cultural programs, events and services, and the operation of recreation facilities.

Police services: Is a shared service with the City of Coquitlam that protects the community from criminal activity and ensures public safety.

Fire and emergency services: Protects life, property and the environment through the provision of emergency response, inspections, code enforcement and public education.

Development services: Ensures orderly and safe development within the City, including Planning, Building and Development Engineering services.

Solid waste operations: Includes curbside garbage, recycling and organics collection and glass collection from depot locations across the City.

Water operations: The water utility is an essential service delivered by the City to its residents and businesses for the supply of high quality, potable water at flows and pressures suitable for fire protection.

Sanitary sewer operations: The sanitary sewer utility is an essential service provided by the City to its residents and businesses for the collection and disposal of liquid wastes.

	General government														
	General	Corporate support	Finance	Human resources	Office of the CAO	Engineering and public works	Recreation	Police services	Fire and emergency services	Development services	Solid waste operations	Water operations	Sanitary sewer operations	2019	2018
REVENUE															
Taxation	\$ 68,457,065	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 164,217	\$ -	\$ -	\$ -	\$ 68,621,282	\$ 66,347,197
Utility charges	(119,888)	-	-	-	-	-	-	-	-	-	3,106,022	12,796,725	9,340,539	25,123,398	23,148,835
Sale of services	657,019	8,853	206,697	-	-	1,579,727	3,730,560	35,054	58,624	316,384	632,001	-	-	7,224,919	6,864,438
Contributions	556,564	1,445	-	-	-	1,721,626	67,347	644,448	35,783	1,950,941	-	56,431	7,500	5,042,085	15,508,028
Permits and licenses	17,814	199,260	34,261	-	-	57,380	-	-	1,390	3,137,876	-	18,125	19,656	3,485,762	3,219,649
Investment income	4,033,773	-	-	-	-	-	-	-	-	-	-	-	-	4,033,773	3,618,483
Penalties and fines	360,084	61,843	-	-	-	-	-	-	-	-	-	86,495	61,929	570,351	473,984
Other revenue	1,010,476	297	115,333	-	-	231,772	5,432	22,295	42,855	12,924	1,000	1,100	-	1,443,484	1,048,282
	\$ 74,972,907	\$ 271,698	\$ 356,291	\$ -	\$ -	\$ 3,590,505	\$ 3,803,339	\$ 701,797	\$ 138,652	\$ 5,582,342	\$ 3,739,023	\$ 12,958,876	\$ 9,429,624	\$ 115,545,054	\$ 120,228,896
EXPENSES															
Personnel	\$ 13,096	\$ 3,233,152	\$ 2,326,017	\$ 960,479	\$ 323,362	\$ 7,997,464	\$ 8,397,998	\$ -	\$ 11,965,811	\$ 3,118,646	\$ 1,113,519	\$ 686,768	\$ 315,281	\$ 40,451,593	\$ 37,173,192
Contracted and other services	81,887	1,304,903	73,730	728,570	-	2,498,337	3,777,294	15,417,291	99,427	262,025	1,488,797	7,126,396	5,658,858	38,517,515	35,822,171
Telephone, utilities and rent	55,334	28,351	238	396	-	644,216	805,519	-	60,383	122	1,621	27,197	80,623	1,704,000	1,675,566
Materials and supplies	89,946	87,855	10,023	8,272	922	2,224,925	810,061	284	192,772	17,196	(53,257)	180,873	75,824	3,645,696	3,352,555
Internal charges (recoveries)	(765,671)	(520,158)	(249,290)	1,063	-	(2,761,142)	(63,100)	-	217,927	53,439	1,500,278	1,324,962	1,261,692	-	-
Insurance and claims	630,952	-	-	-	-	226,688	1,942	-	-	-	-	-	-	859,582	953,780
Interest and bank charges	1,029,141	16,156	461	-	-	3,364	157,092	-	-	13,567	5	-	-	1,219,786	1,063,247
Grants and financial assistance	71,330	4,100	-	-	-	-	323,350	-	-	15,000	-	-	-	413,780	296,610
Amortization	93,401	532,859	-	-	-	7,694,339	1,112,322	65,836	487,366	-	-	1,516,902	891,785	12,394,810	11,194,146
Loss on disposals of tangible capital assets	4,979	(82,354)	-	-	-	419,792	4,013,798	-	-	-	-	71,133	29,526	4,456,874	596,419
	\$ 1,304,395	\$ 4,604,864	\$ 2,161,179	\$ 1,698,780	\$ 324,284	\$ 18,947,983	\$ 19,336,276	\$ 15,483,411	\$ 13,023,686	\$ 3,479,995	\$ 4,050,963	\$ 10,934,231	\$ 8,313,589	\$ 103,663,636	\$ 92,127,686
ANNUAL SURPLUS (DEFICIT)	\$ 73,668,512	\$ (4,333,166)	\$ (1,804,888)	\$ (1,698,780)	\$ (324,284)	\$ (15,357,478)	\$ (15,532,937)	\$ (14,781,614)	\$ (12,885,034)	\$ 2,102,347	\$ (311,940)	\$ 2,024,645	\$ 1,116,035	\$ 11,881,418	\$ 28,101,210

24 COMPARATIVE FIGURES

Certain prior year figures have been reclassified for comparative purposes to conform with the current year presentation.

25 SUBSEQUENT EVENT

Subsequent to December 31, 2019, the COVID-19 outbreak was declared a pandemic by the World Health Organization. Controlling the spread of COVID-19 is causing unprecedented social and economic disruption across the country. As the situation is dynamic and the ultimate duration and magnitude of the impact on the economy are not known, an estimate of the financial effect on the City is not practicable at this time. Although there may be some unforeseen impacts to the city's cash flow, revenues and expenses, measures have been put in place to mitigate the effect on the City's operations.

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF DEBTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 4

The Schedule of Debts is provided in Note 11 of the Audited Financial Statements.

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 5

This organization has not given any guarantees of indemnities under the Guarantees and Indemnities Regulation.

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF ELECTED OFFICIALS REMUNERATION AND EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 6(2)(a)

Benefits and other compensation includes acting pay, msp premiums, accidental death and disability premiums, extended health premiums, dental premiums, group life insurance premiums as well as severance pay.

Expenses includes travel expenses, memberships, registration fees and similar amounts paid directly to an elected official, or to a third party on behalf of the elected official, and which has not been included in Base Pay or Benefits and Other Compensation.

Name	Position	Base	Benefits & Other Compensation	Expenses	Total
West, Brad	Mayor	125,211	2,121	4,721	\$ 132,053
Penner, Darrell	Councillor	43,472	4,581	2,408	\$ 50,461
Pollock, Glenn	Councillor	43,472	4,581	5,994	\$ 54,047
Washington, Dean	Councillor	43,472	4,581	1,735	\$ 49,788
Dupont, Laura	Councillor	43,472	4,581	6,894	\$ 54,947
McCurrach, Nancy	Councillor	43,472	4,581	5,102	\$ 53,155
Darling, Steve	Councillor	43,472	4,581	1,312	\$ 49,365
Total Section 6(2)(a)		\$ 386,043	\$ 29,607	\$ 28,166	\$ 443,816

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 6(2)(b)&(c)

Base pay includes regular salaries or wages, vacation taken, sick time taken, banked regular time off taken, and payment of retroactive rate increases on regular salaries or wages.

Benefits and other compensation includes items such as maternity top-up, msp premiums, group life insurance premiums, overtime premiums, standby and callout premiums, acting pay, payment of retroactive rate increases on overtime premiums, payout of vacation and overtime banks, and payment for severance/early retirement for employees covered under the City's various collective agreements.

Benefits paid on behalf of employees that are neither taxable to the employee nor paid directly to the employee are excluded from this schedule.

Expenses includes travel expenses, memberships, tuition, registration fees and similar amounts paid directly to an employee, or to a third party on behalf of the employee, and which has not been included in Base Pay or Benefits and Other Compensation.

Section 6 (2)(b) Employees that exceed \$75,000

Name	Position	Base	Benefits & Other Compensation	Expenses	Total
Ackerman, Darryl	Storekeeper-Buyer	72,862	2,413	4,358	79,633
Alderliesten, Nicolas	Firefighter - 4th Year	98,500	9,067	2,408	109,975
Allan, Sean	Firefighter - 10th Year	109,320	6,403		115,723
Allegretto, Rodney (Rod)	Captain	122,363	4,407		126,770
Anderson, Bret	Captain	120,286	6,583	866	127,735
Battle, Sandra	Recreation Program Coordinator - Youth Services	74,055	1,568	509	76,132
Beckett, Stephen	Foreman II - Sewer	71,207	9,427	1,626	82,259
Beese, Shawn	Solid Waste Operator	67,808	8,851	691	77,350
Belina, Kegan	Project Implementation Specialist	82,190	1,114	919	84,223
Bell, Robert	Mgr, Section Utilities	119,369	2,412	3,065	124,846
Benson, Eric	Firefighter - 4th Year	98,139	6,306	1,205	105,650
Berggren, Gregory (Greg)	Firefighter - 10th Year	61,572	41,685		103,257
Biggar, Robyn	Records & FOIPPA Administrator	90,352	1,110	1,857	93,318
Binning, Mukhtar (Tari)	Facility Services Worker	67,491	8,326	50	75,867
Bobick, James	Parks Supervisor	79,662	4,930	1,684	86,276
Bourne, Ryan	Firefighter - 4th Year	98,500	5,072	2,879	106,451
Bowie, Loretta Lori	Dir, Recreation	158,500	2,312	3,087	163,899
Breedveld, Greg	Firefighter - 3rd Year	81,211	5,170	16	86,396
Brennan, Clarissa	Engineering Technologist - Projects	65,416	1,676	9,313	76,405
Brodie, William	Firefighter - 4th Year	88,515	5,944		94,458
Bruchet, Bradley (Brad)	Firefighter - 10th Year	103,489	2,289	350	106,128
Bujoreanu, Elaine	HR Business Analyst	89,828	2,337	6,149	98,314
Burns, David	Plumbing Inspector II	88,591	1,640	1,952	92,183
Burton, Melony	Mgr, Infrastructure Planning	139,233	1,885	2,779	143,897
Campbell, Sean	Firefighter - 3rd Year	80,588	4,432	234	85,253
Cannova, Jack	Truck Driver III	66,956	17,805	677	85,438
Cerqueira, Antonio (Tony)	Engineering Technologist - Public Works	97,410	14,429	2,977	114,816
Chee, Stephen	Building Inspector III	91,757	7,141	2,104	101,001
Claridge, Matthew	Firefighter - 4th Year	96,334	5,038	434	101,806
Clarkson, Blake	Fire Prevention Officer	113,815	9,974	6,482	130,271
Code, Daniel	Equipment Operator Iva - Backhoe	67,761	7,273	5,016	80,051
Comfort, Yvonne	Mgr, Recreation Area (Arena)	110,077	2,208	1,851	114,136
Conkin, Stephen	Firefighter - 10th Year	109,984	8,343	1,361	119,688
Couper, Ryan	Firefighter - 3rd Year	82,637	4,208		86,845
Crump, Shaun	Firefighter - 10th Year	108,722	4,359	406	113,486
Crump, Steven	Firefighter - 10th Year	112,069	11,001	1,900	124,970
Cruz, Herbert Ray	Project Implementation Specialist	82,793	1,106	9,017	92,917
Curley, Patrick	Captain	123,694	4,414	181	128,288
Cutayne, Matthew	Firefighter - 10th Year	100,472	5,206	2,759	108,437
Dancs, Janis	Recreation Program Coordinator - Children Services	73,095	1,803	944	75,842
Daviduk, Jason	Mgr, Capital Projects	125,230	2,312	3,436	130,978
Davison, Tyrel	Firefighter - 4th Year	96,652	2,318	3,763	102,732
Deakin, Carolyn	Assistant Corporate Officer	89,408	5,807	470	95,685
DeCicco, Robert	Captain	123,266	8,181	816	132,263
Delmonico, Matthew	Firefighter - 4th Year	98,500	5,021	919	104,440
Delmonico, Nick	Fire Chief	132,145	48,381	6,554	187,081
Depplesse, Dwayne	Foreman II - Asphalt	80,100	9,054	1,396	90,550
DiGinosa, Michael	Firefighter - 2nd Year	75,630	2,786		78,416
Dimsdale, Rod	Captain	122,869	4,694	45	127,608
Dingwall, Dale	Technical Maintenance Worker I	72,628	7,254	285	80,168
Dixon, Kristen	Chief Administrative Officer	160,934	29,700	4,086	194,719
Dougan, Brandon	Firefighter - 10th Year	102,101	6,063	504	108,668
Douma, Howard	Solid Waste Operator	73,634	2,966	464	77,064
Dove, Stephen	Firefighter - 4th Year	97,237	5,138	2,467	104,842
Duke, Frederic	Urban Forestry Tree Technician	76,252	2,915	857	80,024
Dykstra, Michael (Mike)	Foreman III - Public Works	86,136	19,698	1,853	107,687
Earle, Sean	Firefighter - 4th Year	98,500	5,443		103,944
Eastman, Chris	Recreation Program Coordinator - Adult & Access Services	74,054	5,391	998	80,443
Evans, Chad	Public Education Officer	112,830	4,803	4,537	122,170
Ewing, Craig	Firefighter - 4th Year	97,417	3,718	919	102,054

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 6(2)(b)&(c)

Fahlman, Andrew	Firefighter - 10th Year	108,698	8,533	1,766	118,997
Fares, Jean	Supervisor Design & Tech.	66,478	22,584	357	89,418
Foxon, Jason	Trades III - Carpenter	79,328	1,301	705	81,334
Gable, Davin	Property Use Coordinator	74,054	2,577	2,266	78,897
Gallagher, Conrad	Firefighter - 4th Year	89,652	5,536		95,188
Garrett, Axel	Trades III - Carpenter	79,337	1,417	517	81,271
Gaudette, Kerrie	Bylaw Enforcement Officer	74,054	2,286	1,410	77,749
Gladue, Elaine	Information Coordinator	81,235	988	75	82,299
Goff, Gary	Foreman III - Utilities	23,162	96,509	165	119,835
Grasby, Mark	Information Systems Coordinator	78,412	4,500	2,028	84,940
Grommada, Karen	Dir, Finance / Acting Chief Administrative Officer	192,019	9,273	6,188	207,480
Guest, Mitchell	Superintendent - Parks	100,791	2,559	7,246	110,596
Hagan, Shawn	Mgr, Building	139,353	2,362	2,185	143,899
Hall, Deanna	Recreation Program Coordinator - Customer Service & Volunteer Ser	72,757	2,355	1,272	76,384
Hamilton, Jaydon	Firefighter - 4th Year	88,966	3,337		92,303
Hamilton, Joel	Firefighter - 4th Year	89,652	4,345		93,998
Harcus, James	Firefighter - 4th Year	98,500	7,252	1,789	107,541
Hartle, Stephen	Captain	121,734	4,146	145	126,024
Hill, Robert Dale (Dale)	Solid Waste Operator	64,581	14,485	732	79,798
Hochstetter, Kevin	Firefighter - 10th Year	102,081	5,884	16	107,980
Hoffmann, Lisa	Gardener II	74,063	893	494	75,450
Horacek, Robert	Mgr, Payroll	89,628	4,527	1,875	96,029
Hoult, Kendall	Captain	120,373	3,304	1,872	125,549
Hoy, Jamie	Firefighter - 10th Year	120,216	5,814	2,918	128,947
Jaswal, Prabhjot Singh (Jyoti)	Information Systems Coordinator	84,777	776	945	86,497
Jensen, Ryan	Firefighter - 4th Year	98,500	5,183		103,683
Johannesen, Roderick (Rod)	Captain	127,126	6,426	769	134,322
Johnston, Elizabeth	Firefighter - 4th Year	97,643	6,229	2,060	105,931
Jones, Paula	Mgr, Bylaw Services	128,783	6,874	992	136,648
Jorgenson, Shane	Information Systems Coordinator	84,742	1,503	943	87,188
Joseph, Gabryel	Mgr, Corporate Office & Lands	128,921	6,796	1,369	137,085
Kan, Andrew	GIS Analyst	81,018	1,386	435	82,839
Kapil, Pardeep	Trades III - Mechanic	77,330	1,903	881	80,113
Kidd, David	Mgr, Public Works	143,037	10,561	5,378	158,976
Kim, Kyungmi	Building Inspector II	76,019	1,920	1,968	79,907
Kipps, Robert	Fire Chief	162,273	13,406	7,085	182,764
Kostritsyn, Yuriy	Facility Maintenance Coordinator	79,944	1,828	743	82,514
Kulhanek, Colby	Firefighter - 4th Year	98,500	3,823	1,709	104,032
Kulhanek, Dieter	Captain	122,415	8,047		130,462
Labbe, Matthew	Foreman III - Traffic & Electrical	86,137	22,785	2,886	111,809
Laing, Christopher (Chris)	Planner 2	87,150	1,057	1,774	89,981
Lam, Erik	Transportation Technologist	88,591	994	913	90,499
Lawson, George	Foreman II - Construction	80,065	8,575	2,128	90,767
Leonard, John	Bylaw Enforcement Officer	74,054	1,669	569	76,291
Little, Jennifer	Mgr, Planning	138,171	2,312	2,715	143,198
Lore, Aurora	Bylaw Enforcement Officer/Animal Control Officer	71,048	5,210	556	76,813
Lorette, Larry	Building Inspector II	88,592	6,373	2,103	97,067
Loss, Thomas	Firefighter - 4th Year	98,500	5,093	1,578	105,171
Macdonell, Rodney Allan (Rod)	Captain	123,776	2,630		126,405
MacNeil, Timothy (Tim)	Equipment Operator IV	63,580	7,625	5,173	76,378
Madigan, John Thomas	Mgr, Section Fleet, Trade & Solid Waste	119,369	4,341	3,593	127,303
Maki, Ross	Mgr, Section Streets	110,411	4,004	4,408	118,823
Malhi, Gurdeep	Firefighter - 3rd Year	80,588	2,804	16	83,407
Marshall, Jason	Inspector - Fire Protective Services	83,052	5,393	4,853	93,298
Masi, Ryan	Firefighter - 10th Year	115,833	6,177	1,900	123,910
Mayfield, Melvin	Civil Engineer	119,369	2,362	4,142	125,873
McLean, Rana	Mgr, Facility Services	119,737	5,228	3,275	128,240
McLean, Sean	Firefighter - 4th Year	97,778	4,383	919	103,080
Medic, Anthony (Tony)	Building Inspector II	88,591	5,036	2,104	95,731
Minaker, Randy	Dep. F/C Protect.Sev.&Public Ed	158,500	10,585	1,668	170,753
Mitzel, Glenn	Mgr, Recreation Area (Hyde Creek)	110,825	7,894	2,450	121,169
Moini, Rod	Firefighter - 3rd Year	82,564	3,601	861	87,027
Muir, Graeme	Planner 1	86,398	799	215	87,412
Muir, Gregory (Greg)	Trades III - Electrician	79,747	1,330	496	81,573
Mwandacha, Ann (Dali)	Engineering Technologist - Projects	70,238	560	4,343	75,141
Myles, Adam	Firefighter - 10th Year	100,271	6,361		106,632
Nelson, Jeff	Firefighter - 10th Year	117,587	7,319	50	124,956
Nerdahl, Leslie (Les)	Foreman III - Trades & Sanitation	73,334	14,544	2,336	90,214
Nicholson, Christopher	Firefighter - 10th Year	100,874	3,815	150	104,838
Nightingale, Jared	Parks Supervisor	80,014	4,377	1,147	85,538
Niminiken, Ronald	Instrument person II	76,406	2,845	130	79,380
Nimmo, Carrie	Mgr, Cultural Development & Community Services	110,825	4,708	2,219	117,752
Nogueira, Catherine	Senior Accountant	81,018	2,112	3,055	86,185
North, Brian	Mgr, Revenue & Collections	119,369	5,022	3,963	128,353
Novak, Stewart	Captain FPO	123,110	5,104	971	129,185
Oishi, Steve	Firefighter - 3rd Year	83,052	3,860		86,912
Olson, Keith	Firefighter - 10th Year	113,464	6,536	1,900	121,900

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 6(2)(b)&(c)

O'Neal, Hayden	Irrigation Systems Worker	73,418	1,140	2,860	77,417
Owens, Bryan	Sewer Operator	73,237	1,883	1,016	76,136
Pardek, Chris	Urban Forestry Supervisor	78,121	2,847	2,178	83,147
Park, Hanna	Senior HR Advisor	104,771	3,338	11,585	119,694
Paterson, Brent	Captain	123,333	2,897		126,230
Paterson, Kirk	Captain	117,161	6,835	1,563	125,560
Patrick, Michael	Assist. Chief Training & Development	127,878	31,295	7,147	166,320
Patrick, Sherry	Recreation Program Coordinator - Aquatics	74,056	1,728	1,277	77,060
Pigott, Andrew	Captain	129,755	3,205	24	132,984
Pontes, Gary	Trades III - Mechanic Welder	80,419	1,378	317	82,115
Por, Michael	Superintendent - Parks	111,721	2,236	2,219	116,176
Prefontaine, Michelle	Business Analyst	81,018	11,063	5,280	97,362
Purewal, Pardeep	Mgr, Communications & Administrative Services	128,921	1,412	2,164	132,496
Pynenburg, Anne	Roads and Transportation Technician	77,234	1,019	1,018	79,270
Read, Steven	Foreman II - Water	71,984	9,724	1,959	83,667
Richard, Laura Lee	Dir, Development Services	180,872	4,907	8,995	194,774
Richardson, Kyle	Firefighter - 2nd Year	75,883	2,830	16	78,728
Riley, Darren	Captain	123,060	6,361	284	129,705
Rimek, Cole	Parks Supervisor	80,868	4,292	1,472	86,632
Roberts, Andrea	Plan Checking Clerk/Building Inspector I	84,742	799	2,179	87,720
Ronan, Stephen	Trades III - Mechanic	81,563	4,484	609	86,656
Rose, Douglas	Mgr, Section Parks	100,993	2,383	2,905	106,281
Rudnisky, Michael	Firefighter - 4th Year	98,500	4,032	1,021	103,553
Sadgrove, Jeffrey (Jeff)	Firefighter - 4th Year	98,320	3,558	1,735	103,613
Savage, Roy	Foreman II - Public Works	73,155	19,736	1,781	94,671
Sherrell, Bryan	Planner 2	96,915	981	6,272	104,168
Simpson, Derek	Firefighter - 3rd Year	82,618	7,141		89,759
Smejkal, Robert	Technical Maintenance Coordinator	75,613	13,305	1,237	90,155
Smith, Forrest	Dir, Engineering & Public Works	158,590	2,357	2,184	163,131
Spies, Tony	Captain	118,352	4,350	207	122,910
Spindor, Donald	Plumbing Inspector II	89,069	1,752	1,512	92,333
Stevens, Marco	Superintendent - Utilities	99,708	2,364	1,272	103,344
Stonehouse, Matthew	Acting Training Officer - Non-Supp	123,750	5,573	2,195	131,518
Striha, David	Sign Maker	78,339	3,181	833	82,353
Striha, Donald	Storekeeper-Buyer	84,829	4,066	2,581	91,476
Stroup, Tara	Emergency Preparedness Officer	94,952	2,053	1,776	98,781
Succurro, Richard	Truck Driver III	65,143	15,965	1,696	82,804
Sweet, Jeffrey	Dep. F/C Operations	147,542	18,356	3,034	168,932
Taylor, Nathan	Recreation Program Coordinator - Active Living & Sport	74,054	7,432	950	82,436
Tiemstra, Caren	HR Advisor	89,628	1,977	75	91,681
Traviss, Stephen	Dir, Human Resources	157,907	2,312	2,489	162,708
Trousdell, Lorne	Firefighter - 4th Year	97,959	4,843	2,467	105,269
Truscott, Dale	Captain	123,824	3,258	217	127,299
Tse, Siu	Dep. Dir, Engineering & Operations	158,500	2,362	1,458	162,320
Walmsley, Scott	Urban Forestry Trails Technician	75,242	1,379	450	77,070
Webster, Teresa	GIS Analyst	81,018	1,507	453	82,979
Williams, Richard	Flush Truck Hiab Operator	66,554	20,945	1,472	88,970
Williamson, Patrick	Foreman III - Shops	86,136	8,562	2,253	96,951
Wilson, Emily	Firefighter - 2nd Year	75,883	2,488	68	78,439
Wind, Ian	Mgr, Purchasing	119,369	7,365	3,084	129,819
Wishart, Robin	Dir, Corporate Support	158,500	11,213	2,976	172,689
Wright, Stephen	Dep. F/C Operations	158,238	2,494	2,108	162,840
Yap, Adam	Firefighter - 2nd Year	75,016	3,363	472	78,851
Zaba, Ahmad (Farouk)	Mgr Financial Planning and Systems	136,761	6,494	5,009	148,264
Zubrecki, Shawn	Truck Driver III	70,626	15,279	1,020	86,925
Zupan, Nicholas	Captain	64,552	61,686	27	126,265
Total Section 6(2)(b) Employees that exceed \$75,000		\$ 18,920,454	\$ 1,303,940	\$ 362,776	\$ 20,587,170
Section 6 (2b) Employees under \$75,000		10,852,408	1,143,191	130,476	12,126,075
Total Section 6(2)(b)&(c)		\$ 29,772,862	\$ 2,447,131	\$ 493,252	\$ 32,713,244

Prepared under the Financial Information Regulation, Schedule 1, Section 6(2)(d)

Remuneration and benefit costs reported in the schedules of remuneration and expenses differ from personnel expenses per note 23 of the consolidated financial statements for the following reasons:

Personnel expenses per the consolidated financial statements include an amount to provide for severance benefits on retirement or termination.

Personnel expenses per the consolidated financial statements include expenses for benefits of a general nature applicable to all employees pursuant to employment agreements including medical, dental, counselling, insurance and similar plans.

THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF EMPLOYEE REMUNERATION AND EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019

Prepared under the Financial Information Regulation, Schedule 1, Section 6(2)(b)&(c)

Personnel expenses per the consolidated financial statements are prepared on an accrual basis whereas the schedules of remuneration and expenses are prepared on a cash basis.

Prepared under the Financial Information Regulation, Schedule 1, Section 6(6)

2019 Employer portion of Canada Pension Plan	\$ 1,060,008.46
2019 Employer portion of Employment Insurance	\$ 424,704.25

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
STATEMENT OF SEVERANCE AGREEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 6(7)(a)&(b)

There was 1 severance agreement under which payment commenced between the City of Port Coquitlam and its nonunionized employees during the 2019 fiscal year. This agreement represents 1.01 months of compensation.*

* "Compensation" is based on a combination of salary and benefits.

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF SUPPLIERS OF GOODS AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 7(1)(a)(b)

Supplier Name	Amount
0946235 B.C LTD.	26,240
1-800-GOT-JUNK?	70,829
3M CANADA COMPANY	25,427
ACCESS INFORMATION MANAGEMENT OF CANADA, ULC	28,541
AIR-TEMP ENERGY SYSTEMS INC.	119,053
ALL ROADS CONSTRUCTION LTD.	74,439
ALLARD CONTRACTORS LTD	28,194
ANDREW SHERET LIMITED	26,535
ASSOCIATED ENGINEERING BC LTD	79,014
AVO VEHICLE OUTFITTING INC.	25,470
B & J PARTS LTD	178,030
BADGER DAYLIGHTING LP	25,561
BC HYDRO	1,195,405
BC PLANT HEALTH CARE INC.	39,005
BC TEXTILE INNOVATIONS	27,456
BENTLEY SYSTEMS, INC.	37,655
BLACK PRESS GROUP LTD	33,380
BROWN PROPERTIES CORP.	176,854
BTY CONSULTANCY GROUP INC.	81,381
CANADA POST CORPORATION	74,278
CANADIAN LANDSCAPE AND CIVIL SERVICES LTD	226,094
CDW CANADA CORP.	58,805
CITY OF COQUITLAM	2,948,848
CITY OF SURREY	167,136
COBRA ELECTRIC	93,443
COMMUNITY FIRE PREVENTION LTD	27,176
CONTOUR CONCRETE LTD.	315,271
COQUITLAM CONCRETE (1993) LTD	29,912
COUNTRYSIDE KENNELS	130,283
CROCKER EQUIPMENT CO. LTD	214,413
CROSTOWN METAL INDUSTRIES LTD.	249,988
CUMMINS CANADA ULC	70,021
CUPE LOCAL 498	28,000
DELOITTE LLP	43,588
DENIZA HOLDINGS	48,010
DIRECT ENERGY BUSINESS	64,632
DMD & ASSOCIATES LTD	46,210
DNR CONTRACTING LTD.	57,820
E.B. HORSMAN & SON	193,666
EBB ENVIRONMENTAL CONSULTING	31,045
E-COMM 911	147,055
ECONOLITE CANADA, INC.	73,831
EDIFICE CONSTRUCTION INC	631,510
EECOL ELECTRIC	35,011
ESCRIBE SOFTWARE LTD.	26,643
ESRI CANADA LIMITED	104,243
FARM-TEK TURF SERVICES INC.	46,242
FITNESS TOWN COMMERCIAL	294,201

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF SUPPLIERS OF GOODS AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 7(1)(a)(b)

Supplier Name	Amount
FORTISBC-NATURAL GAS	170,090
FRASER VALLEY REGIONAL LIBRARY	2,129,930
FRONTIER POWER PRODUCTS LTD.	33,601
GARDA CANADA SECURITY CORP.	69,679
GIBSON WATERWORKS SUPPLY INC.	64,433
GREATER VAN. REG. DISTRICT	1,034,948
GREATER VANCOUVER WATER DIST.	6,898,229
GRIMCO CANADA INC	28,435
GUILLEVIN INTERNATIONAL CO.	58,610
GVS&DD	6,014,729
HABITAT SYSTEMS INC.	354,622
HARBOUR INTERNATIONAL TRUCKS	37,260
IDRS LTD	33,757
IMPACT OFFICE FURNISHINGS LTD.	25,817
INFINITE ROAD MARKING LTD	166,170
INLAND KENWORTH PARKER PACIFIC	70,754
INTERPROVINCIAL TRAFFIC SERVICES LTD.	58,781
IRWIN AIR LTD	45,536
ISL ENGINEERING AND LAND SERV	174,570
JACK CEWE CONSTRUCTION LTD.	3,535,121
JONATHAN MORGAN & COMPANY LTD	115,710
KAL TIRE	85,587
KARIN MARK WRITING & COMM.	42,614
KEN SAUNDERS ADR SERVICES LTD.	44,253
KONICA MINOLTA BUSINESS SOLUTIONS (CANADA) LTD.	90,062
KPMG LLP	30,000
LAFARGE CANADA INC.	137,892
LEHIGH HANSON MATERIALS LTD.	79,423
LIDSTONE & COMPANY BARRISTERS AND SOLICITORS	74,526
LIFE FITNESS	32,425
MACK KIRK ROOFING AND SHEET METAL LTD	38,900
MAINLAND CONSTRUCTION MATERIALS ULC	499,692
MAINROAD MAINTENANCE PRODUCTS	69,861
MAPLE LEAF DISPOSAL LTD.	49,011
MCELHANNEY LTD.	589,347
MCRAE'S ENVIRONMENTAL SERVICES	58,099
METRO MOTORS LTD	224,459
MICROSOFT LICENSING, GP	52,869
MINISTER OF FINANCE	43,778
MUNICIPAL INSURANCE ASSOC. BC	485,742
MUNI-CITY SERVICES INC.	32,822
NEW RHODES CONSTRUCTION INC.	141,700
OCEAN WEST CONSTRUCTION LTD.	88,977
OPEN STORAGE SOLUTIONS	129,924
OPTINET SYSTEMS INC.	57,391
P.S. TRAFFIC PRO SERVICES (2012) INC.	366,872
PACIFIC ACE PLUMBING AND HEATING INC	73,577
PACIFIC FLOW CONTROL LTD	27,146

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF SUPPLIERS OF GOODS AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 7(1)(a)(b)

Supplier Name	Amount
PARSONS INC	44,336
PEDRE CONTRACTORS LTD	5,127,862
PJS SYSTEMS INC.	210,654
POCO SAND & GRAVEL LTD	389,296
PORT COQUITLAM BUSINESS IMPROVEMENT ASSOCIATION	182,440
PORT COQUITLAM EVENTS SOCIETY	120,000
PORT COQUITLAM HERITAGE & CULTURAL SOCIETY	64,200
PORT COQUITLAM SPORTS ALLIANCE SOCIETY	69,000
PROMAX AUDIO VISUAL SYSTEMS	79,120
PRO-SPEC PRODUCTION	26,445
PULVER CRAWFORD MUNROE LLP	568,474
R.F. BINNIE & ASSOCIATES LTD	288,352
RAYBERN ERECTORS LTD	119,655
RECEIVER GENERAL	11,982,183
RENEWI CANADA LTD.	710,442
RICOH CANADA INC.	46,042
ROCKY MOUNTAIN PHOENIX	40,500
ROLLINS MACHINERY LTD	1,232,970
ROPER GREYELL LLP	34,950
RUSSELL HENDRIX FOODSERVICE EQUIPMENT	35,346
SAPPHIRE SOUND INC.	169,537
SCOOPY'S DOG WASTE REMOVAL SERVICE	39,788
SCOTTISH LINE PAINTING LTD	33,104
SEAL TEC INDUSTRIES LTD	83,569
SMALL PAUSE COACHING AND CONSULTING	46,575
SOUND WAVES ENTERTAINMENT NETWORK LTD	41,357
SOURCE OFFICE FURNISHINGS & SYSTEMS LTD.	36,307
SPECIALIZED TREE CARE LTD.	52,389
SPECTRATEC SERVICES GROUP	50,877
STANDARD ELECTRIC BC LTD	59,799
STANTEC CONSULTING LTD	128,467
STAPLES BUSINESS ADVANTAGE	352,271
STAR ILLUMINATIONS	83,615
STILL CREEK PRESS LTD.	53,605
STONHARD	41,650
STREET SMART CONTRACTING	34,955
SUNSET MEMORIAL & STONE LTD	34,033
SUPERIOR CITY SERVICES LTD	67,048
SYSCO FOOD SERVICES OF CANADA, INC.	66,852
TANGO MANAGEMENT GROUP LTD.	326,488
TELUS CORPORATION	45,722
TEMPEST DEVELOPMENT GROUP	84,805
TERASPAN NETWORKS INC.	25,997
TERRALINK HORTICULTURE INC.	78,580
THE HOCKEY SHOP SOURCE FOR SPORTS	27,187
THE PUBLIC SECTOR DIGEST INC.	47,820
TRIPLE X CONTRACTING LTD	76,215
UNIT4 BUSINESS SOFTWARE	199,121

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF SUPPLIERS OF GOODS AND SERVICES
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 7(1)(a)(b)

Supplier Name	Amount
VALLEY TECH PRODUCTION GROUP LTD.	29,707
VANCOUVER AXLE & FRAME LIMITED	43,122
VANCOUVER ISLAND TREE SERVICE LTD	36,003
VANPORT ENTERPRISES LTD	87,821
VENTANA CONSTRUCTION (POCO) CORP.	35,808,259
WESTERRA EQUIPMENT LP	133,067
WESTPLAY CAPITAL ENTERPRISES CORP.	184,254
WHITE STAR PROPERTY SERVICES LTD.	50,923
WISHBONE INDUSTRIES LIMITED	30,110
WOOD WYANT INC.	125,533
XYLEM CANADA COMPANY	60,254
YOUNG ANDERSON	131,510
YOUNG ANDERSON-IN TRUST	200,000
ZONE WEST ENTERPRISES	32,387

Total Section 7(1)(a) Payments Over \$25,000	\$ 94,256,523
Section 7(1)(b) Payments Under \$25,000	\$ 3,754,024
Total Section 7(1)(a)&(b)	\$ 98,010,547

Prepared under the Financial Information Regulation, Schedule 1, Section 7(1)(c)

Amounts reported on the operational statements will differ from this schedule. This schedule shows payments during the year while the operational statement reports expenditures during the year. Amounts are accrued at year end for goods and services received, but paid in January of the new year.

**THE CORPORATION OF THE CITY OF PORT COQUITLAM
SCHEDULE OF GRANTS AND CONTRIBUTIONS
FOR THE YEAR ENDED DECEMBER 31, 2019**

Prepared under the Financial Information Regulation, Schedule 1, Section 7(2)(b)

Recipient	Amount
Port Coquitlam Events Society	\$ 120,000
Port Coquitlam Heritage & Cultural Society	61,410
Port Coquitlam Sports Alliance	69,000
Total Section 7(2)(b) Payments Over \$25,000	<u>\$ 250,410</u>
Section 7(2)(b) Payments Under \$25,000	69,628
Total Section 7(2)(b)	<u><u>\$ 320,038</u></u>