

SPECIAL CITY COUNCIL MEETING AGENDA

Wednesday, January 25, 2023, 9:00 a.m.

Meeting held electronically and open to public attendance

Council Chamber, City Hall

We recognize and respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.

LIVE WEBCAST: Please note City Council Meetings, Public Hearings, Council Workshops and some Special City Council Meetings are streamed online and are accessible through the City's website at <http://www.newwestcity.ca/council>

	Pages
1. <u>CALL TO ORDER AND LAND ACKNOWLEDGEMENT</u>	
The Mayor will open the meeting and provide a land acknowledgement.	
2. <u>SPECIAL BUDGET WORKSHOP</u>	
2.1 City Reserves	3
2.2 Low Carbon Fuel Credits (Circulated Separately)	26
2.3 Grants & Contributions	32
2.4 Civic Observances, Celebrations, Activations and Community Partnerships (Circulated Separately)	40
2.5 ON TABLE AMI Advanced Metering Infrastructure	56
3. <u>END OF THE MEETING</u>	

*Some personal information is collected and archived by the City of New Westminster under Section 26(g)(ii) of the Freedom of Information and Protection of Privacy Act and for the purpose of the City's ongoing commitment to open and transparent government. If you have any questions about the

collection of personal information please contact Legislative Services, 511 Royal Avenue, New Westminster, V3L 1H9, 604-527-4523.

City Reserves



Presentation Overview

- Purpose of Reserves
- Types of Reserves
- Projected Balance – General Fund Reserves
- Source and Use of Funds – General Fund Reserves
- Trend and Risks – General Fund Reserves
- Utility Fund Reserves

Purpose of Reserves

Purpose:

- Accountable - Comply with legislation
- Provide funding for future infrastructure investments and assets renewal/replacement
- Provide stability to property tax and utility rates
- Essential for sound financial planning/management
- Provide assurance of financial health and sustainability
- Adapt/Mitigate financial risks due to unforeseeable events and address contingencies

Types of Reserves

Community Charter section 188 – Establishment of reserve funds:

- Statutory Reserves (regulatory restricted)

Section 188(2) – If a municipality receives money for any of the purpose specified in section 188(2) (e.g. Park land sale or Off-street parking spaces)

- Non-statutory Reserves

Section 188(1) - Council may, by bylaw, establish a reserve fund for a specified purpose (e.g. Affordable Housing or Equipment Replacement)

Projected Balance – General Fund

GENERAL FUND RESERVES		2022 Forecast \$M	2023 Forecast \$M	2024 Forecast \$M	2025 Forecast \$M	2026 Forecast \$M	2027 Forecast \$M
Non-Statutory Reserves							
	Affordable housing	1.57	0.62	(1.67)	(3.97)	(5.62)	(7.08)
	Childcare amenity	0.00	0.00	0.00	0.00	0.00	0.00
	Community amenity	7.28	7.40	7.50	7.60	7.70	7.80
	Community development	3.96	3.78	4.67	6.88	9.05	8.32
	Community endowment	4.98	5.08	5.18	5.29	5.39	5.50
	Computer replacement	0.90	0.66	0.84	0.50	0.46	0.50
	Environmental/Childcare grants	0.20	0.20	0.21	0.21	0.21	0.21
	Equipment replacement - GEN	4.11	(0.38)	(1.78)	(3.23)	(3.45)	(7.10)
	Facility maintenance	5.05	(0.07)	1.54	2.16	1.48	1.37
	Facility replacement - TACC	39.37	5.24	-	-	-	-
	Facility replacement - Massey Theatre	7.92	2.57	3.80	1.32	1.32	1.32
	General amenity	0.43	0.44	0.45	0.45	0.46	0.47
	General fund provisions	26.49	13.24	6.98	8.17	12.99	14.36
	Off-street parking provisions	1.66	0.95	0.73	0.51	0.29	0.29
	Public art	0.86	0.79	0.83	0.87	0.91	0.95
	Climate Action	30.41	30.16	31.26	32.65	34.59	32.11
Statutory Reserves							
	Cemetery reserves	0.89	0.95	1.00	1.06	1.11	1.17
	Construction of municipal works	8.22	4.41	4.49	4.58	4.66	3.75
	Parking cash in lieu	1.23	1.05	1.01	0.97	0.94	0.90
	Park land acquisition	0.32	0.33	0.33	0.34	0.35	0.35
	Tax sale land	1.83	1.86	1.90	1.94	1.98	2.02
		147.69	79.27	69.26	68.29	74.82	67.22

Affordable Housing:

- Council approved the use of the Community Amenity to fund the plan

Equipment Replacement:

- Growing concern in the 5 year plan – asset condition and replacement values are growing

Five Year Plan:

- Growth not paying for growth
- Asset Mgmt Plans Pending
- Many large projects on the go
- Reserves drop significantly by 2027 offset by Improved assets

Source and Use of Funds- General Fund

STATUTORY RESERVES:

Cemetery (2021 - \$0.8M)

Source of Fund:

- Proceeds from cemetery plot sales
- Internal interest allocation

Use of Fund:

- To fund maintenance costs of cemetery

Construction of Municipal Works (2021 - \$8.7M)

Source of Fund:

- Proceeds from sale of surplus land
- Internal interest allocation

Use of Fund:

- To fund land purchases and capital projects

Source and Use of Funds- General Fund

Parking Cash in Lieu (2021 - \$1.2M)

Source of Fund:

- Proceeds from new development based on zoning bylaw and cash in-lieu policy
- Internal interest allocation

Use of Fund:

- To fund new / existing off-street parking facilities and alternative transportation structures

Park Land Acquisition (2021 - \$64K)

Source of Fund:

- Proceeds from sale of city owned park land
- 5% cash in-lieu of parkland dedication
- Internal interest allocation

Use of Fund:

- To fund acquisition of new park land

Source and Use of Funds- General Fund

Tax Sale Land (2021 - \$1.8M)

Source of Fund:

- Tax sale proceeds
- Internal interest allocation

Use of Fund:

- To fund capital projects

NON-STATUTORY RESERVES:

Affordable Housing (2021 - \$1.6M)

Source of Fund:

- 10% Digital signage revenue
- 30% Density Bonus Program
- 100% Online Accommodation Platform Tax (up to June 2026)
- \$190K annually from general revenue
- Internal interest allocation

Use of Fund:

- Affordable housing initiatives.

Source and Use of Funds- General Fund

Childcare Amenity (2021 - \$2K)

Source of Fund:

- 10% Density Bonus Program
- Internal interest allocation

Use of Fund:

- To assist in funding childcare initiatives.

Community Amenity (2021 - \$7.7M)

Source of Fund:

- Voluntary Amenity Contribution program
- Internal interest allocation

Use of Fund:

- To assist in funding community amenities

Source and Use of Funds- General Fund

Community Development (2021 - \$1.8M)

Source of Fund:

- Approx. \$6M share of casino revenue annually
- Internal interest allocation

Use of Fund:

- Primarily used to fund capital infrastructure, building components, OCP initiatives and strategic initiatives.
- Stabilize tax rates by contributing \$2.5M annually to General Fund operations including to pay debt servicing costs.

Community Endowment (2021 - \$4.9M)

Source of Fund:

- \$5M gift from casino operator
- Internal interest allocation

Use of Fund:

- Interest earned from principal to fund City's grant programs.

Source and Use of Funds- General Fund

Computer Replacement (2021 - \$0.8M)

Source of Fund:

- \$350K annually from general revenues
- Internal interest allocation

Use of Fund:

- To replace the City's PCs, Laptops, printers and copiers based on the City's Computer Replacement Program

Environmental/Childcare Grants (2021 - \$0.2M)

Source of Fund:

- Annual contribution based on Sunday parking meter revenues
- Internal interest allocation

Use of Fund:

- To fund the Environment and Childcare Grant Programs

Source and Use of Funds- General Fund

Equipment Replacement (2021 - \$3.9M)

Source of Fund:

- Approx. \$1.3M annually general revenue
- Internal interest allocation

Use of Fund:

- Used for funding replacement of vehicles and some IT infrastructure

Facility Maintenance (2021 - \$4.9M)

Source of Fund:

- Approx. \$2.5M annually general revenue
- Internal interest allocation

Use of Fund:

- To fund building maintenance and the replacement of building systems.

Source and Use of Funds- General Fund

Facility Replacement - ~~Tomasewitz~~ Aquatic & Community Center (2021 - \$0M)

Source of Fund:

- 50% digital signage revenue
- Discontinued \$1M contribution from general revenue
- \$93.6M debt
- Internal interest allocation

Use of Fund:

- To fund planning and construction of the new aquatic center

Facility Replacement - Massey Theatre (2021 - \$7.1M)

Source of Fund:

- 40% digital signage revenue
- \$0.7M annually from general revenue
- Internal interest allocation

Use of Fund:

- To fund major rehabilitation of the Massey Theatre

Source and Use of Funds- General Fund

General Amenity (2021 - \$0.4M)

Source of Fund:

- 50% Density Bonus Program revenue
- Internal interest allocation

Use of Fund:

- To assist in funding general amenities i.e. civic and recreation buildings, parkland development etc.

Off-street Parking Provisions (2021 - \$1.7M)

Source of Fund:

- Annual surplus from parking facilities
- Internal interest allocation

Use of Fund:

- To fund capital and maintenance of City's parking facilities

Source and Use of Funds- General Fund

Public Art (2021 - \$0.7M)

Source of Fund:

- 10% Density Bonus Program revenue
- \$2 per capita from general revenue
- Internal interest allocation

Use of Fund:

- To fund public art created in City owned for public spaces

Climate Action (2021 - \$3.9M)

Source of Fund:

- Climate Action levies collected through electrical bills
- Sale of City's low carbon fuel credits (starting 2022)
- Internal interest allocation

Use of Fund:

- To fund capital and operating investments of climate action initiatives

Source and Use of Funds- General Fund

General Fund Provisions (2021 - \$9.0M)

Source of Fund:

- Residual operating surplus of the General Fund
- \$3.5M annually Electrical Fund dividend
- Internal interest allocation

Use of Fund:

- Primarily used to fund replacement of transportation assets and some equipment
- Also used to stabilize property tax rates
- To fund the costs associated with municipal election held every four years

Trend and Risks – General Fund

General Fund Provisions Reserve:

- Primarily used to fund replacement of transportation assets
- Policy target: Reserve balance at 5% - 10% of asset replacement value
- Estimated asset replacement value in 2019 - \$458M (Eng Streets & Transportation assets)
- Projected reserve balance \$14.3M at 2027, or 3.1% of asset replacement

GENERAL FUND RESERVES	2022	2023	2024	2025	2026	2027
	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
	\$M	\$M	\$M	\$M	\$M	\$M
Reserve Balance	26.49	13.24	6.98	8.17	12.99	14.36
Asset replcement value	458.00	458.00	458.00	458.00	458.00	458.00
Reserve / Replacement Value	5.8%	2.9%	1.5%	1.8%	2.8%	3.1%

Risks:

- Reserve / Replacement value ratio is below 5% starting 2023 - Below recommended policy threshold of 5% - 10%
- Reserve balance is too low to manage unforeseeable events or to stabilize property tax rates

Trend and Risks – General Fund

In Summary

- Total of all General Fund Reserves is **currently forecasted to trend downward** from \$147M to \$67M at 2027 (which includes unallocated \$32M Climate Reserve Funds)
- **Asset Management Plan refresh** reports will provide the critical information to support the analysis around the City's longer-term financial health
- **Continued efforts on Third Party Funding** are needed to support the delivery of the Five Year Plan and or to pause or slow down/defer works until we have security and economic confidence
- **Capital Planning vs Implementation** – phased project implementation – confirm the financial health before advancing multiple major construction projects – finish what has been started to avoid risk of overspend due to due to inflation and unknowns

Utility Fund Provisions Reserves

Electrical, Water, Sewer and Solid Waste

Source of Fund:

- Utility rates
- Internal interest allocation

Use of Fund :

- To fund equipment replacement and capital projects
- To stabilize utility rates
- To fund BridgeNet projects (Electrical only)

Electrical Reserve

- ❑ Policy: Target Reserve balance : 5% - 10% of replacement value
- ❑ Estimated Asset Replacement Value in 2006: ~\$150M
- ❑ Estimated Asset Replacement Value now: could be as high as \$450M - \$600M
- ❑ Estimated Cost of Borrowing/Interest rates are unpredictable at this time
- ❑ 2027 Reserve Balance is forecasted at \$46M, or 6-8% of estimated asset replacement value; recommend keeping the rate at 2.8% and a higher reserve target until the completion of the AMI, QB Substation, Asset Management Plan and other significant investments to drive Climate Action.

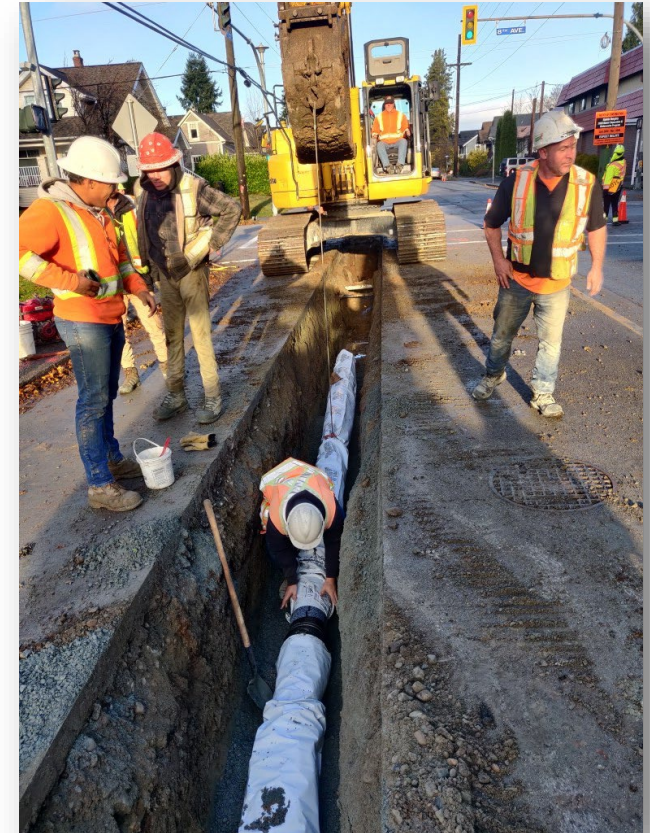


Electric Utility	Budget Projections (\$ in millions)				
	2023	2024	2025	2026	2027
Revenues	\$ 60.78	\$ 75.25	\$ 62.58	\$ 75.95	\$ 66.29
Operating Expenses	\$ 45.12	\$ 46.85	\$ 49.62	\$ 50.75	\$ 51.60
Capital	\$ 23.88	\$ 42.80	\$ 17.60	\$ 3.28	\$ 3.25
Reserves	\$ 38.92	\$ 25.25	\$ 22.44	\$ 39.39	\$ 45.72
Rate Increase	2.8%	2.8%	2.8%	2.8%	2.8%
Reserves / Replacement Value	6.3%	4.2%	3.9%	6.7%	7.6%

20

Water Reserve

- ❑ Policy: Target Reserve balance : **5% - 10%** of replacement value
- ❑ Estimated Asset Replacement Value now: could be as high as \$316M
- ❑ 2027 Reserve Balance is forecasted at \$22M, or 5.6% of estimated infrastructure asset replacement value; recommend keeping the rate at 7.0% in order to fund urgent capital replacement programs



Water Utility	Budget Projections (\$ in millions)				
	2023	2024	2025	2026	2027
Revenues	\$ 16.94	\$ 17.93	\$ 19.17	\$ 20.51	\$ 21.94
Operating Expenses	\$ 9.74	\$ 10.60	\$ 11.82	\$ 13.15	\$ 14.65
Capital	\$ 11.14	\$ 5.70	\$ 6.04	\$ 6.01	\$ 6.01
Reserves	\$ 14.79	\$ 16.76	\$ 18.45	\$ 20.23	\$ 21.94
Rate Increase	7.0%	7.0%	7.0%	7.0%	7.0%
Reserves / Replacement Value	3.8%	4.3%	4.7%	5.2%	5.6%

Sewer Reserve

- ❑ Policy: Target Reserve balance : **5% - 10%** of replacement value
- ❑ Estimated Asset Replacement Value now: could be as high as \$750M
- ❑ 2027 Reserve Balance is forecasted at \$43M, or 5.5% of estimated asset replacement value; recommend keeping the rate at 7% and a higher reserve target until the completion of Asset Management Plan

Sewer Utility	Budget Projections (\$ in millions)				
	2023	2024	2025	2026	2027
Revenues	\$ 29.53	\$ 32.52	\$ 35.60	\$ 38.35	\$ 40.75
Operating Expenses	\$ 16.59	\$ 20.11	\$ 22.83	\$ 26.40	\$ 31.30
Capital	\$ 20.80	\$ 10.43	\$ 10.39	\$ 5.41	\$ 5.78
Reserves	\$ 22.77	\$ 26.09	\$ 29.86	\$ 37.86	\$ 42.99
Rate Increase	7.0%	7.0%	7.0%	7.0%	7.0%
Reserves / Replacement Value	2.9%	3.3%	3.8%	4.8%	5.5%

22



22

Solid Waste Reserve

Solid Waste reserves has 2 components:

- ❑ Equipment reserve ~\$0.9M & General Solid Waste Fund provisions (\$1.6M)

Equipment Reserve:

- ❑ Solid Waste collection equipment is a short-lived asset;
- ❑ Reserve needs to support full replacement of all assets (approx. \$3.6-3.8M) within 5-10 years
- ❑ Reserve requirements are higher if vehicle fleet is to electrify
- ❑ Recommend keeping rates at 14% to **rebuild the reserves** and complete Asset Management Plan

Solid Waste Utility	Budget Projections (\$ in millions)				
	2023	2024	2025	2026	2027
Revenues	\$ 5.51	\$ 6.18	\$ 6.93	\$ 7.79	\$ 8.77
Operating Expenses	\$ 4.25	\$ 4.42	\$ 4.59	\$ 4.80	\$ 4.98
Capital	\$ 0.84	\$ 0.83	\$ 0.62	\$ 0.78	\$ 0.78
Reserves	\$ (0.45)	\$ (0.06)	\$ 1.10	\$ 2.78	\$ 5.25
Rate Increase	14.0%	14.0%	14.0%	14.0%	14.0%

23



Low Carbon Fuel Credits

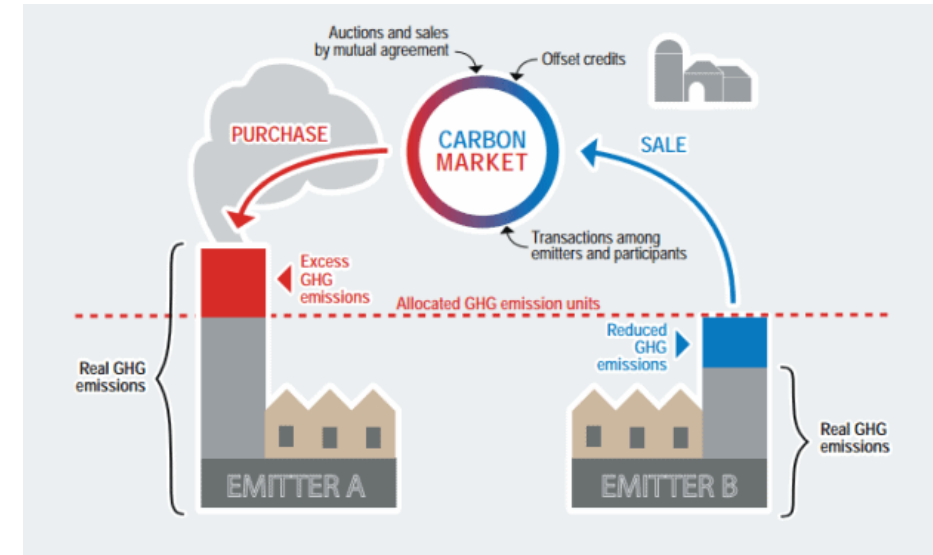
Council Onboarding – January 2023
Leya Behra/Alex Tam/Jackie Teed/Harji Varn



NEW WESTMINSTER

BC Low Carbon Fuel Standard

- BC's low carbon fuel standard reduces the carbon intensity (CI) of **transportation fuels** produced/ used in the province:
 - Greenhouse Gas Reduction (Renewable & Low Carbon Fuel Requirements) Act;
 - Renewable & Low Carbon Fuel Requirements Regulation
- Suppliers receive debits for producing fuels with a higher CI than the regulated limit; credits for fuels with a lower CI
- “Low Carbon Fuel Credits” can be traded to suppliers who are out of compliance, i.e. have debits



City Low Carbon Fuel Credits & Revenues



- City is a recognized Part 3 Fuel Supplier
- City generates Low Carbon Fuel Credits from supplying electricity for the SkyTrain and City-Owned EV Charging
- City revenue from credit sales:
 - 2013 – 2020: \$26.4M revenue
 - Avg. 8,500 credits annually
est. avg. \$420/credit; \$3.6M annual revenue
 - 2021: 8,787 credits validated + ~200 credits pending

Climate Action Reserve Fund

- Existing City Reserves limited to existing assets replacement
- Sales of low carbon fuel credits provide opportunities to make capital investments which best align with the City's Seven Bold Steps for Climate Action and maximize GHG reduction
- The establishment of a Climate Action Reserve Fund has been approved in June 2022 under Bylaw No. 8321, 2022

5 Year Capital Plan – Investment Opportunities

Unfunded proposed Capital Investments related to climate action

- Electric Vehicle Infrastructure – Public and Civic
- Electric Fleet
- Natural Assets
- Infrastructure/Facilities
- Public Incentives
- Climate Planning
- District Energy System



Next Step: Decision Making Framework

Purpose: Value for money; Support for business case approval

- Structured, data-driven approach to managing the climate funds
- Potential evaluation criteria:
 - Greenest bang for our buck, i.e. maximize GHG reduction
 - Alignment with other City priorities, e.g. DEIAR, reconciliation
 - Financial factors, e.g. return on investment, pay back model, ongoing operating impacts
 - Other key factors, e.g. organization readiness, public readiness, market readiness



Staff will bring a report to an upcoming Regular Council meeting to seek endorsement on approach, timelines, cost

Grants & Contributions



Presentation Overview

- Types of Grants & Contributions
- Source of Grants & Contributions
- City's Operating Grants & Contributions
- City's Capital Grants & Contributions
 - Governments and 3rd party Contributions
 - Development cost Charges (DCC)

Types of Grants & Contributions

- Strengthening Communities Grants
- Childcare Facilities Grants
- Building Safer Communities Grants
- Flood Management, Covid, Climate, etc.
- Gaming Grant
- Police Grant
- TransLink Funding
- Sewer Separation Grant
- Affordable Housing – seed funding & repayable loan*
- Developers: Amenity Contributions & DCCs
- Metro Vancouver – District Energy*
- Destination Project Development Amendment Agreement Funds

*Grants can be Flow Through, Cost Recovery, Hybrid, Unconditional grants etc.

*Grants can also be issued as interim financing “repayable loans”

Source of Grants & Contributions

“Examples” Governments and Government organizations:

- **Federal** (Transport Canada) – Rail Safety Improvement Program
- **Provincial** – Sewer Separation Program
- **Municipal** (City of Richmond) – Boundary Pump Station
- **Government Organizations** – UBCM, BC Hydro and TransLink
- **Developers** - Bosa
- **Development Cost Charges** – Building permits

City's Operating Grants & Contributions

On-going (example):

- \$6.0M share of casino/gaming revenue
- \$1.0M share of traffic fines
- \$3.6M carbon credits (Based on estimated 9,000 credits annually at \$400 per credit)

One-time (example):

- \$10.5M Sewer Separation Grant over multiple years
- \$1.7M Building Safer Communities Grants over four years
- \$0.95M Strengthening Communities Grants over two years
- \$0.85M Local Government Climate Action Program over three years
- \$0.3M (estimate) Online Accommodation Platform Tax over five years and other minor grants

City's Capital Grants & Contributions

Governments and 3rd Party Grants & Contributions (estimated \$62.8M between 2023 – 2027):

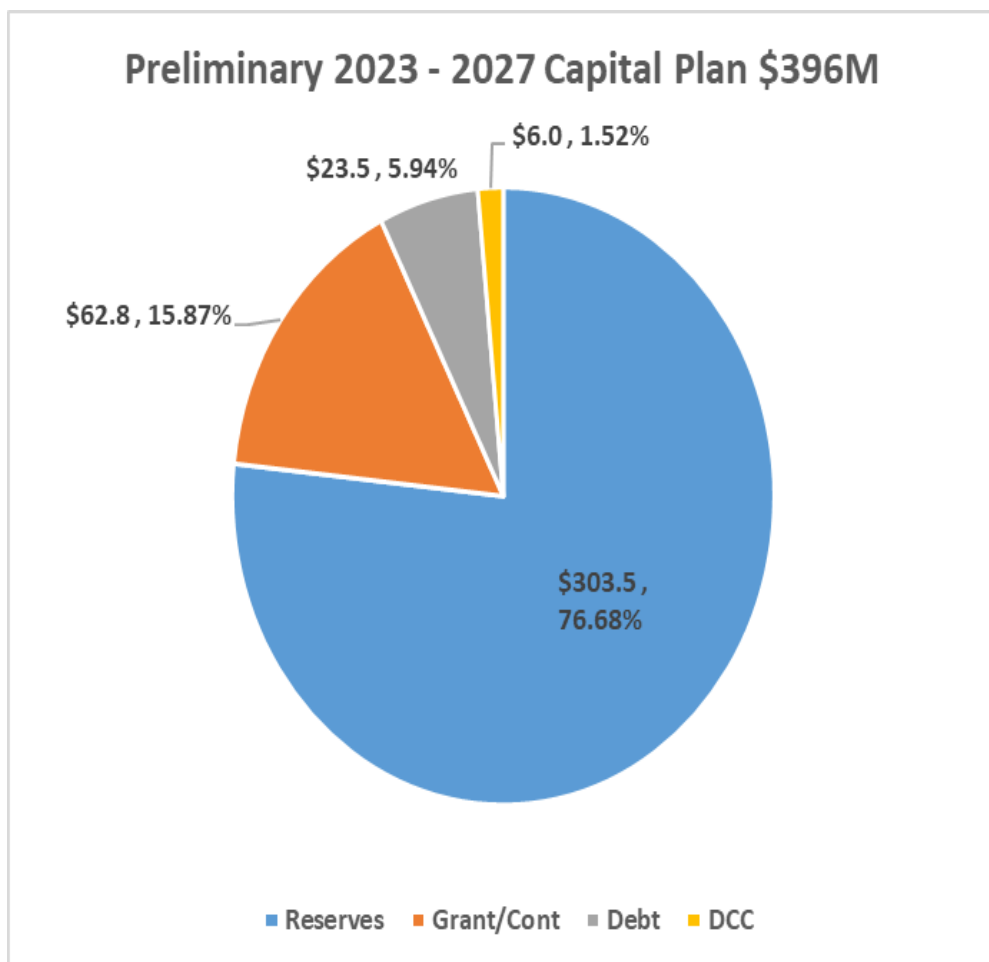
- Province of BC \$16.7M
 - Sewer Separation Program \$10.5M - secured
 - Childcare Facilities \$3.5M - secured
 - Urban Reforestation \$1.6M – secured & other minor contributions
- Government of Canada (Gas Tax Program) - \$1.5M
- TransLink – Transportation improvements & maintenance \$6.5M
- 3rd party and Others \$38.1M
 - Electrical new services projects \$8.5M – cost recovery bylaw
 - Sapperton District Energy project \$23.5M - not secured
 - BridgeNet projects \$2.M – not secured
- \$29.M (47%) of the \$62.8M not secured

City's Capital Grants & Contributions

Development Cost Charges (2023 – 2027):

- \$16.5M is estimated to be collected from DCC of which \$6M will be used to fund the following DCC projects:
 - Mainland Transportation \$3.8M
 - Mainland Parkland \$1.3M
 - Queensborough Parkland \$0.4M
 - Queensborough Water \$0.3M
 - Queensborough Transportation \$0.2M
- Projected balance of all DCCs is estimated at \$30.6M at end of 2027

City's Capital Grants & Contributions

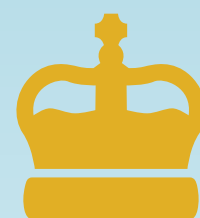


Preliminary 2023 – 2027 Capital Plan Estimated at \$396M of which:

- ~ \$62.8M (15.8%) funded by Grants and Contributions, of which 47% is unsecured.
- ~\$6.0M (1.5%) funded by Development Cost Charges (DCC)



Civic Observances, Celebrations, Activations and Community Partnerships



NEW WESTMINSTER

Introduction

1. Benefits of Civic Events

2. Portfolio Overview

- 2022 at a Glance
- City Staff Roles as Producer, Co-producer and Facilitator
- FEST (Festival Expediting Staff Team)

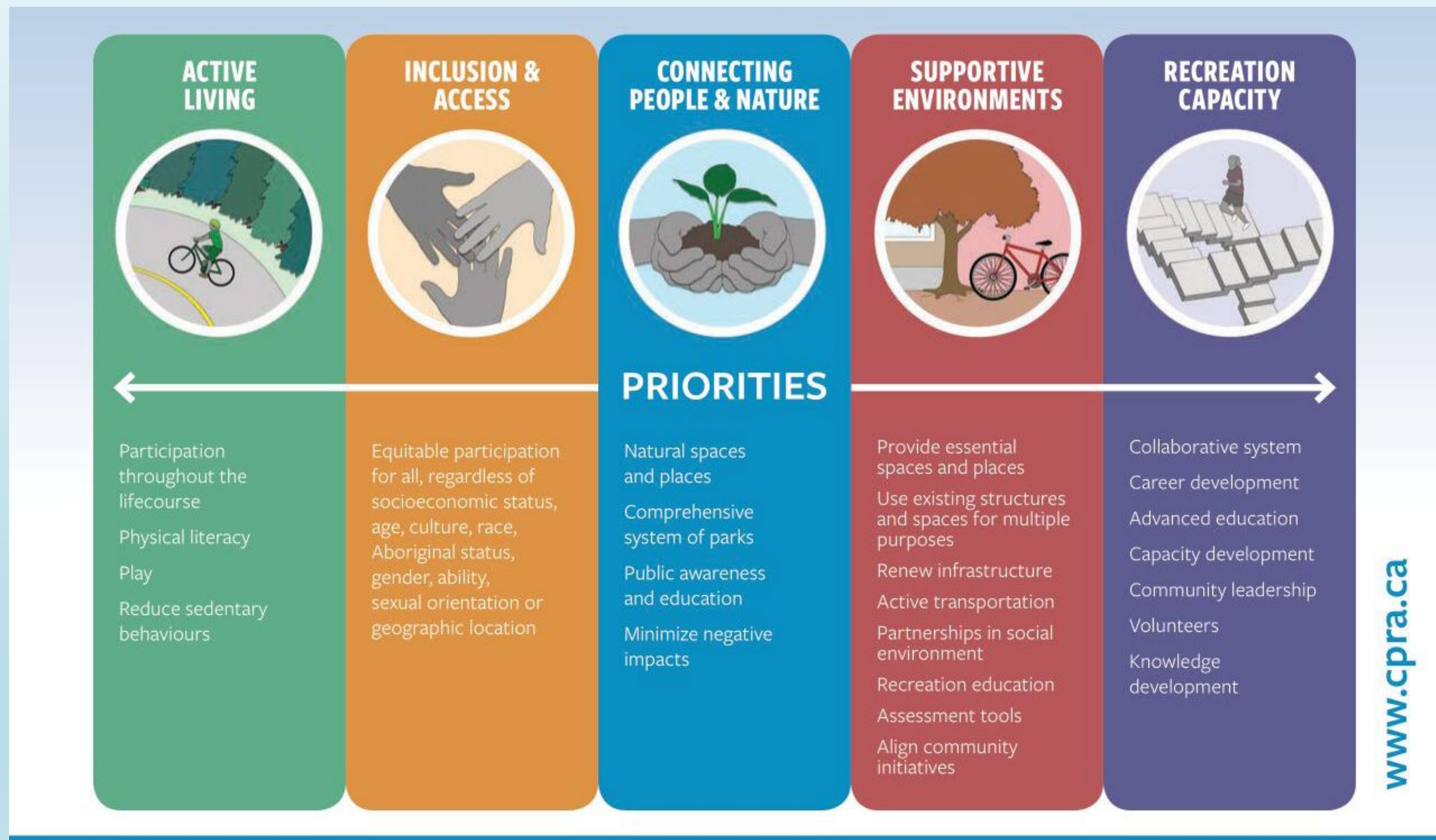
3. Our Vibrant City

- Contributors to our Vibrant City
- Proud of our 2022 Community Partners
- Acknowledgement and Recognition

4. Looking Ahead



Benefits: The Framework for Recreation in Canada



Benefit: Active Living

- Try something new
- Play
- Promotes physical literacy
- Reduces sedentary behaviours



Benefit: Inclusion and Access

- No cost participation
- Equitable opportunities
- Cultural awareness



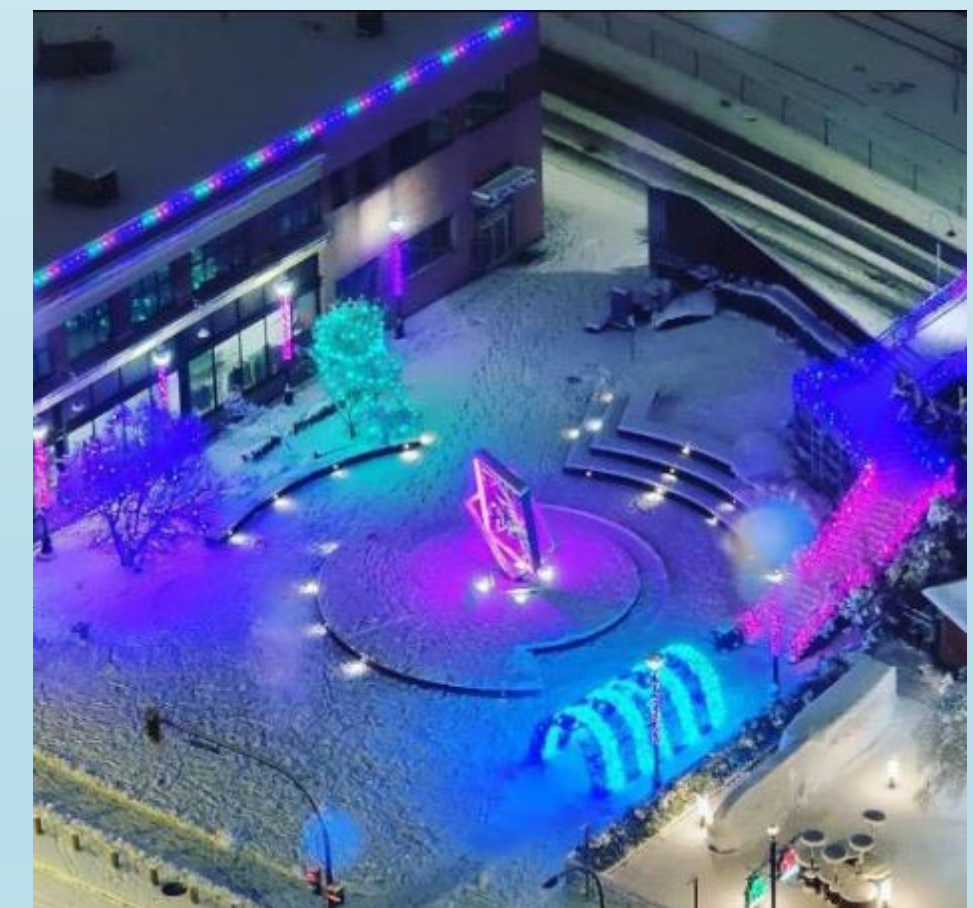
Benefit: Connecting People & Nature

- Neighbourhood activations and connectivity
- Creating safe spaces
- New experiences
- Encourages outdoor activity and education



Benefit: Supportive Environments

- Placemaking
- Enhances spaces and places
- Promotes active transportation and economic vibrancy
- Aligns with City strategic priorities
 - Downtown Livability



Benefit: Recreation Capacity

- Collaborative system
- Community partnerships and capacity development
- Promotes volunteerism



Producer

- Producer of 7 Civic Observances and Celebrations
 - Resulted in 113 activations throughout the City
 - Led to 52 partnership opportunities



Family Day Weekend



Easter in the City



Remembrance Day



**The Rest of New West
and Play the Parks**



**Canada Day: Learn
and Discover**



Shine Bright New West

Co-Producer

- Co-Producer of 8 Civic Observances and Celebrations
 - Resulted in 13 activations throughout the City
 - Led to 12 partnership opportunities



Black History Month



Chief Ahan Memorial



Park and Facility Openings



National Indigenous Peoples Day



National Day for Truth and Reconciliation



Appreciation Events

Facilitator

- Facilitator of all outdoor events
 - 26 community organization hosted events were funded through the City's Grant Program
 - 74 event dates throughout the City
 - 22 community organizations hosted an outdoor event
 - 8 events included street closures and traffic control support
 - 25 events required City Services support (ie. Waste management, traffic control, police services, barricades, signage, etc.)



FEST (Festival Expediting Staff Team)

Comprised of internal and external stakeholders supporting events.

- Police
- Fire
- Transportation
- Engineering Operations
- Fraser Health

Other stakeholders join on an as-needed basis:

- Economic Development
- Parks
- Facility Managers
- Ministry of Transportation and Infrastructure



Contributors to our Vibrant City

- **Arts Council of New Westminster:** 7 New West Craft Markets, Queen's Park Festival of Arts
- **Cystic Fibrosis Canada:** Walk to Make CF History
- **Downtown BIA:** 6 Friday's on Front, Car Free Day, Shine Bright Downtown
- **Fraser River Discovery Centre:** Riverfest
- **Hyack Festival Association:** Hyack Parade and Festival, End of Summer Fireworks
- **Khalsa Diwan Society:** Nagar Kirtan
- **Last Door and Westminster House:** Recovery Day
- **May Day Community Association:** May Day
- **New West Farmers Market Association:** 32 Weekly Markets, 2 day Holiday Markets
- **New West Pride:** Pride Festival
- **Odihi:** On Your Block Festival
- **Queensborough Special Programs Committee:** Summer Sounds, Children's Fest, Shoreline Cleanup
- **Spirit of the Children Society:** Powwow
- **Uptown BA:** Uptown Live
- **West End Business Association:** 12th Street Festival of the Arts
- **Westminster House:** Community Cleanup

Proud of our 2022 Community Partners

- Arts Council of New Westminster
- Buffalo Heart Medicine Healing Society
- Canada's Music Incubator
- Downtown BIA
- Fraser River Discovery Centre
- Garden4Kids
- Greater Vancouver Food Bank
- Girl Guides of Canada
- Hyack Festival Association
- Jobs Daughter
- Last Door
- Motion Picture Community Initiative
- New West Artists
- New West Firefighters Charitable Society
- New West Family Place
- New West Farmers Market Association
- New West Pride
- New West Record
- New Westminster Heritage Preservation Society
- New Westminster Royal Canadian Legion
- Odihi
- Royal City Literary Arts Society
- Royal Westminster Regiment
- Scouts Canada
- School District No. 40, New Westminster
- Spirit of the Children Society
- Tourism New West
- Urban Academy
- Uptown BA
- Uptown Swing Collective
- Vancouver Circus School
- West End Business Association

Acknowledgement and Recognition

Festivals and Events Excellence Award for Shine Bright New West (2022)

BC Recreation and Parks Association

Cultural Events Award for Shine Bright New West (2022)

Creative City Network of Canada

Special Events Programming Excellence Award for Shine Bright Downtown (2021)

Business Improvement Areas of BC, Awarded to the Downtown BIA

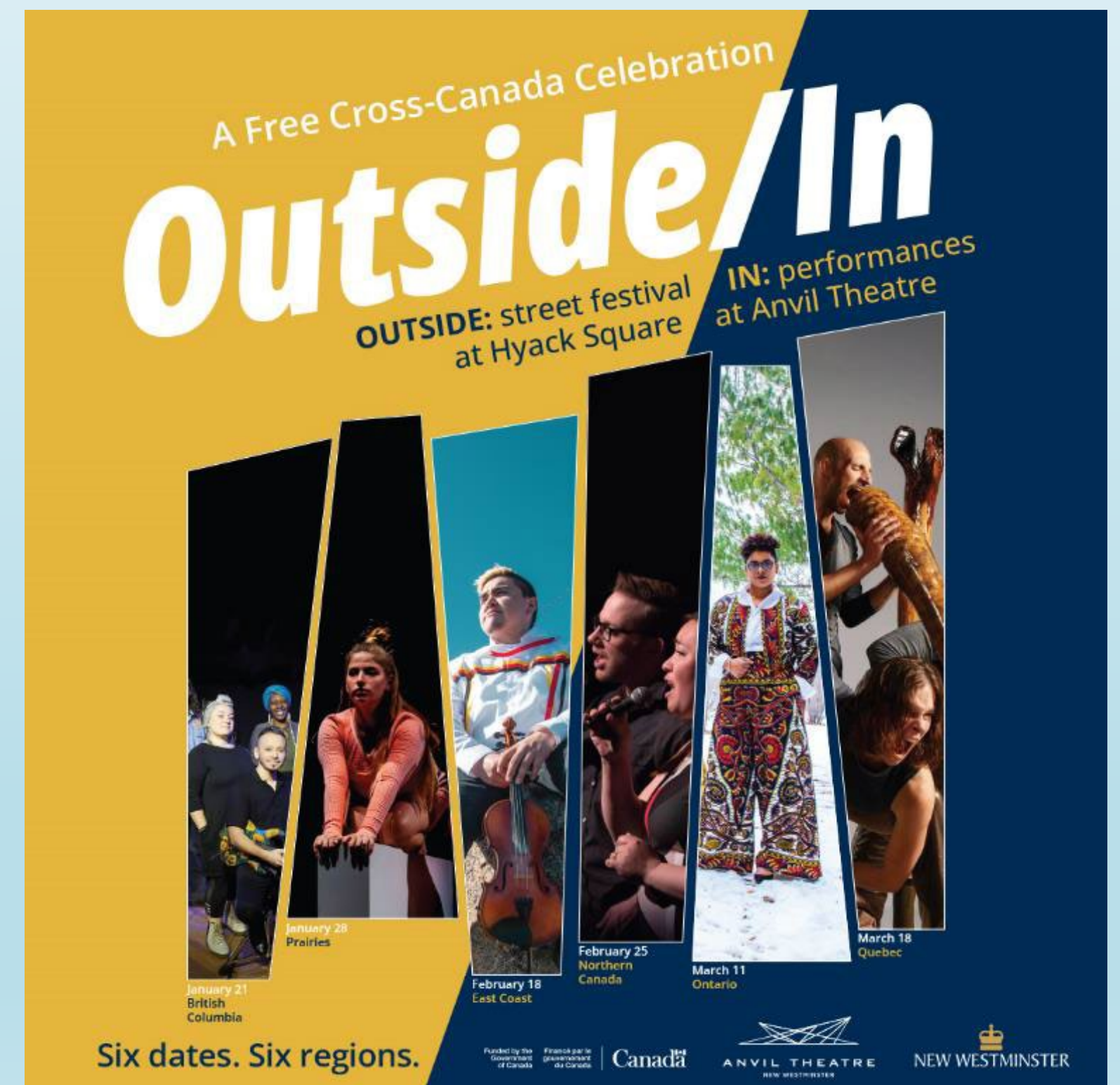
Festivals and Events Excellence Award Honourable Mention for Remembrance Day (2021)

BC Recreation and Parks Association



Looking Ahead

- Leverage opportunities for funding, partnerships and other resources
- Focus on supporting Downtown livability and sustaining service levels from 2021/22
- Continue adapting to community interests





ON TABLE
Special City Council Meeting
January 25, 2023

ADVANCED METERING INFRASTRUCTURE
A MODERN ENERGY-SAVING
ELECTRICAL GRID FOR OUR CITY



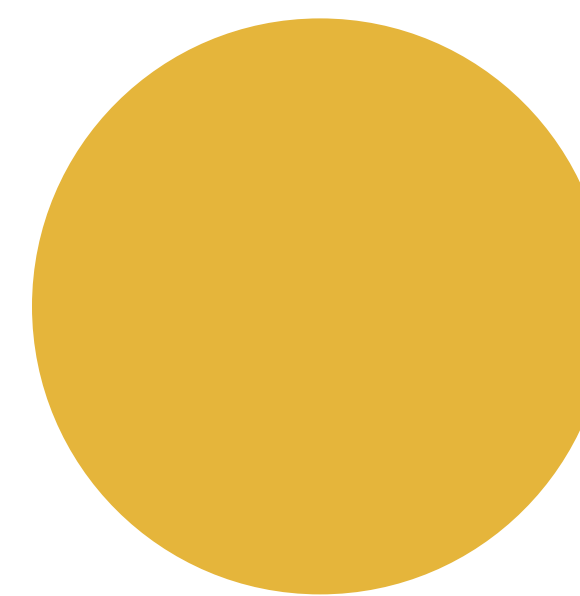
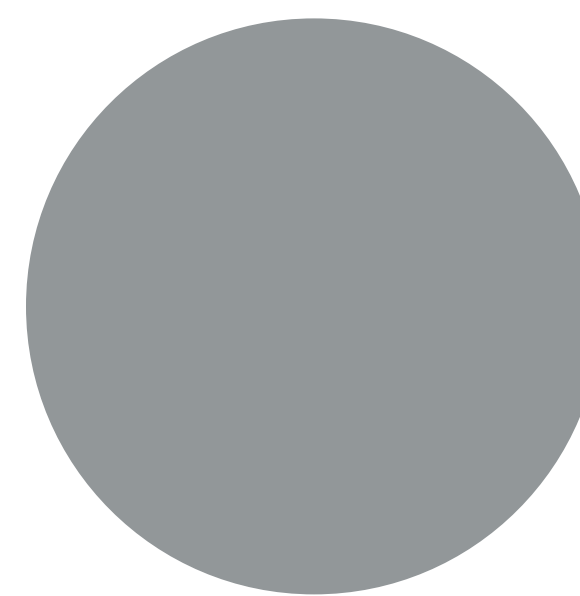
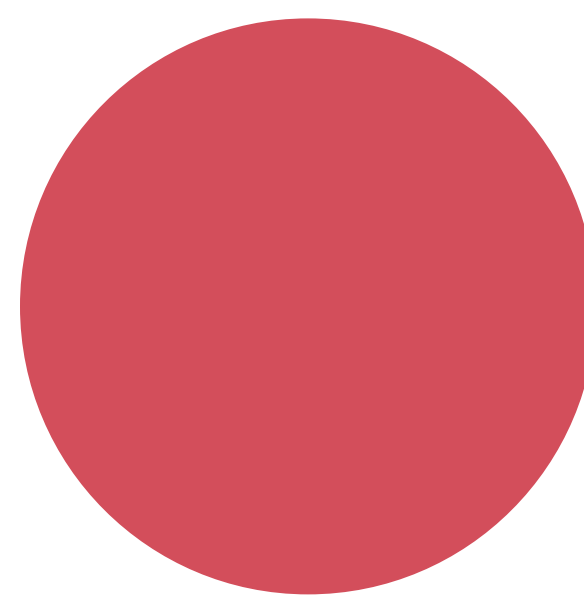
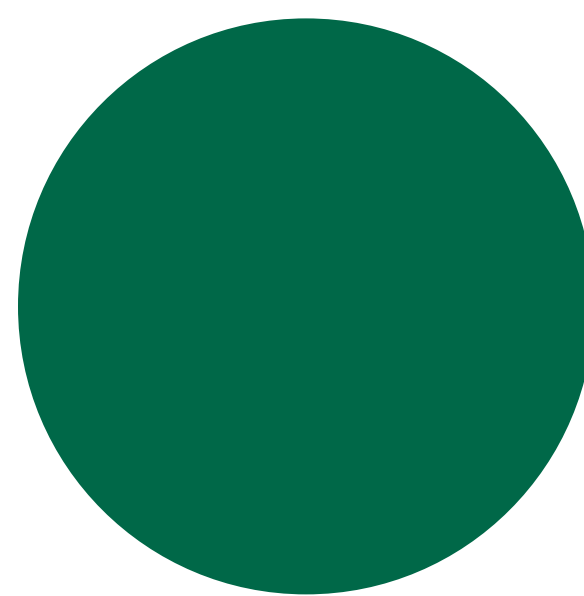
NEW WESTMINSTER



ADVANCED METERING INFRASTRUCTURE
A MODERN ENERGY-SAVING
ELECTRICAL GRID FOR OUR CITY



NEW WESTMINSTER



ADVANCED METERS ARE COMING SOON

The New Westminster Electric Utility will be upgrading existing electrical meters, which are at end-of-life, with a more capable metering system known as advanced metering infrastructure (AMI).

AMI will be better able to support the dynamic needs of a modern grid and will accommodate new and sustainable technologies that are part of New Westminster's climate emergency response. An upgraded system will improve operational efficiency, provide customers with new ways to conserve, and support options such as electric vehicles and solar panels.

BACKGROUND

2012 – Council Declines Proceeding in Parallel w/ BCH

Council presented with opportunity to “piggy-back” on BCH’s rates for Itron meters.

2017-2018 –Decision Making Framework

- 4 choices presented to council
 - Fully Automated AMI
 - 2-way communication only
 - 1-way communication
 - Do nothing



2018 – Original Scope & Budget

Initial scope was limited to supply & install of new meters

2019-2020 RFQ + RFP

- Completed RFQ Process
- Completed RFP Process
- Entered into contract negotiations with lead proponent
- Extensive work to develop Statement of Work
- Gap in Scope Identified – IT investments needed
- Significant delays as a result of COVID
- Risk to City - Terminated contract negotiations

2020 to '21- ~ 1 Year Pause due to Covid

2021 to '22- Re-issued RFP & Signed Contract

- Re-issued RFP
- Negotiated with lead vendor
- Signed Contract
- Began detailed planning process



WHY AMI?

Meters are one part of a collective system which impacts many areas of our utility as well as our customers.

Benefits include:

- ✓ Existing infrastructure has reached end-of-life (costly to maintain & being phased out)
- ✓ Outage response times will be faster and more targeted
- ✓ Enhanced safety features will help protect your home and community
- ✓ Theft and tamper detection and voltage monitoring functionality (increased revenue)
- ✓ Billing and data accuracy and management through functionality such as real-time power factor data and support of automated demand reset
- ✓ The utility will have improved operational efficiency and will reduce costs over time
- ✓ A modernized grid will support innovative technologies such as electric vehicles and solar panels
- ✓ Reduced truck-rolls reduces city's GHG emissions and environmental impact
- ✓ Option for time of use billing (BCH has begun discussions)
- ✓ Having greater insight into your energy usage will help you reduce energy waste and save money



HOW AMI WORKS



COMMUNICATIONS

Advanced meters communicate using safe, secure low-level radio signals, just like an FM radio or a TV. The signals from the meters are much lower than common household devices such as Wi-Fi routers, cell phones, and baby monitors.



PRIVACY PROTECTION

Advanced meters measure electricity use. No personal information is ever transmitted, and the meters will not indicate which appliances you're using.



GREATER PRECISION

Currently, your meter is read manually approximately every two months. Your new advanced meter will transmit your energy consumption on more frequent intervals.



ENERGY MANAGEMENT

Information is transmitted across a secure, wireless network back to the electric utility. This will result in more timely information which will allow the utility to manage the flow of electricity throughout the city's electrical system and measure the quality of power being delivered more efficiently.



IMPROVED TRACKING

Advanced meters are just one part of a collective system upgrade. Once the system is functioning as a whole, you'll be able to track how much and when your household is using electricity so you can make informed choices.



OUTAGE RESPONSE

When an outage occurs, advanced meters will provide information about the power outage and the location. This will result in quicker response and restoration.



KEY MESSAGES

- The City of New Westminster's existing electric metering infrastructure has aged, becoming obsolete, and costly to maintain. Most of our existing meters will have to be replaced over the next five years to meet accuracy requirements.
- Advanced meters are a critical step to modernizing the City's electrical grid and will enable the electrical utility to keep providing reliable, cost-effective service to our customers.
- Advanced meters are the current industry standard and are used on more than 70 per cent of Canadian homes and this number continues to grow.
- Improve Data leads to operational efficiencies and customer service
- Another step towards our Bold Climate Action response



KEY MESSAGES

- Advanced meters communicate using safe, secure low-level radio signals, just like an FM radio or TV. The signals from the meters are much lower than common household devices, such as Wi-Fi routers, cell phones and baby monitors.
- Advanced meters are certified to meet both government and professional safety standards, including rigorous safety checks enforced by Measurement Canada and Industry Canada.
- The new electrical meters will only record electricity use at specified intervals. They will not give us access to any real-time information, and can't tell us which appliances you're using.

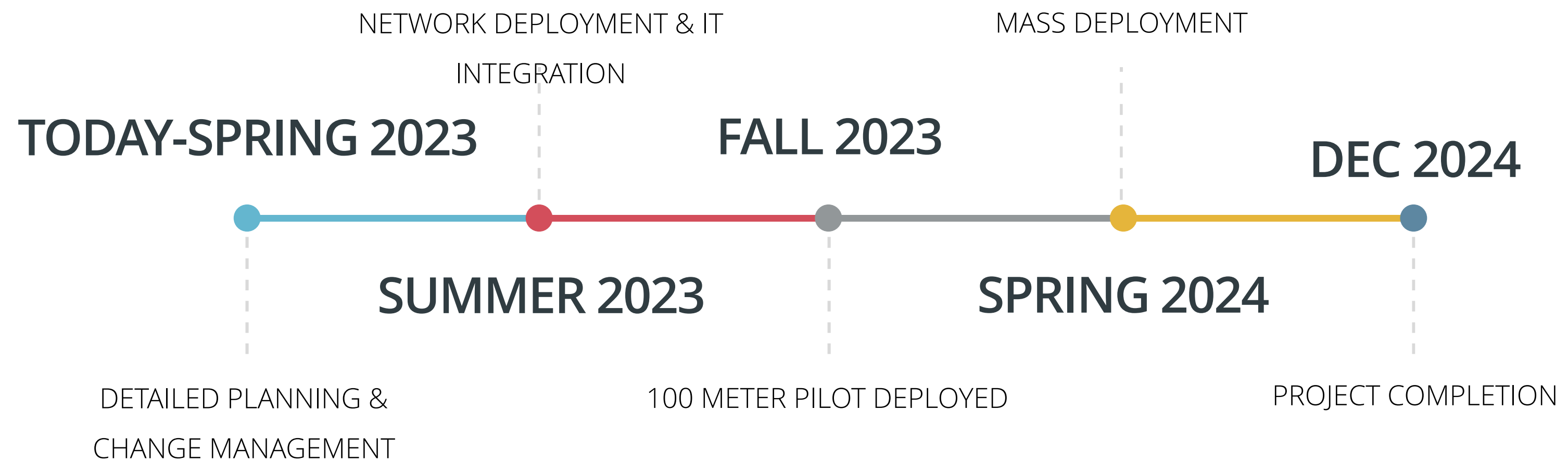


KEY MESSAGES

- Customers can choose to receive an advanced meter with the wireless transmissions disabled. In this case, a monthly fee will be charged to recover the costs of manually reading non-standard meters. The associated details and costs are still being finalized.
- We'll keep City employees informed throughout this change, and we're committed to working with employees as we transition to this new system.
- We're currently in the final stages of detailed planning phase



PROJECT TIMELINE





PRIVACY & PERSONAL INFORMATION

We place a high priority on customer privacy and the protection of personal information. All personal information we collect is managed in accordance with the Freedom of Information and Protection of Privacy Act.

The Office of the Information and Privacy Commissioner for British Columbia has received notice of the City's project and the City has completed a Privacy Impact Assessment to ensure correct measures are in place to protect privacy and information.

Project Budget

- 2022-2026 Existing Approved Capital Plan: \$10M to procure and install meters only
- Source of Funds: Electrical Reserve
- Project Committed at \$10M: Contracts Awarded to the following key vendors:
 - KTI – 37,511 meters
 - Harris – MDM, integration
 - JTS Consultant
- Pending Commitments ~\$4.5M (subject to Council approval of Budget Adjustment):
 - KTI – deployment and installation
 - Harris – Silverblaze Customer Portal and Automated Invoicing
 - Ongoing Internal Staff Overhead of ~15-20% of total project budget

Project Budget

Original Budget, developed in 2018, is \$10M

2023 Forecasting \$14M to \$16m due to the following scope items:

Added Scope:

- ✓ Purchase and integrate Meter Data Management software: \$320k
- ✓ Other IT related upgrades and integration: \$430k
- ✓ Additional staffing to support the project and ongoing operations: \$1,050k
- ✓ Inflation on meters and installation: \$1,410k
- ✓ Nearly 700 additional meters: \$349k
- ✓ Allocation of internal staff hours: \$1,775k*

*Internal Overhead is estimated at approx. 10-12% of Total Project Cost to mitigate against long term reliance and cost of external resources; resiliency to maintain the system ongoing from City Electrical, IT and Finance staff.

Project Forecast as at January 2023 – Budget Gap over \$4M

Cost by Category:

Expense Category	Pending Budget Adjustment ('millions)	% of Total Budget	\$ Average per Meter (37,511 meters)
Project / program management - external	\$0.5	3.4%	\$13.33
Hardware and extended warranty	\$7.1	48.6%	\$189.28
Deployment and installation	\$3.3	22.6%	\$87.97
Additional software and technology upgrades and infrastructure	\$0.8	5.5%	\$21.33
Incremental internal staffing	\$1.1	7.5%	\$29.32
Internal overhead	\$1.8	12.4%	\$47.99
Total – excluding Contingency	\$14.6	100%	\$389.22

Recommended project contingency of 5% or \$700k utilized at project level

Recommended project reserve of 5% or \$700k utilized at the discretion of the Steering Committee

Total project contingency + project reserve = \$1.4M, or 10% of current project forecast

Total recommended project Budget is \$16.0M



newwestcity.ca/AMI
ami@newwestcity.ca