

## **CITY COUNCIL MEETING AGENDA**

**Monday, January 31, 2022, Immediately following the Public Hearing that begins at 6 p.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>

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### **Pages**

#### **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

The Mayor will open the meeting and provide a land acknowledgement.

#### **2. CHANGES TO THE AGENDA**

Urgent/time sensitive matters only

#### **3. BYLAWS CONSIDERED AT THE PUBLIC HEARING**

##### **3.1. Heritage Designation (125 Third Street) Bylaw No. 8306, 2021**

**6**

To designate the 1905 house at 125 Third Street as a protected heritage property. This bylaw is on the agenda for **THIRD READING**.

##### **3.2. Heritage Revitalization Agreement (323 Regina Street) Bylaw No. 8304, 2022**

**9**

To enable the construction of an infill house, larger than permitted under the laneway and carriage house program, at 323 Regina Street with relaxations for density and siting as well as a siting relaxation for the existing house. This bylaw is on the agenda for **THIRD READING**.

##### **3.3. Heritage Designation (323 Regina Street) Bylaw No. 8305, 2022**

**64**

To designate the 1928 house at 323 Regina Street as a protected heritage property. This bylaw is on the agenda for **THIRD READING**.

#### 4. **CONSENT AGENDA**

If Council decides, all the recommendations in the reports on the Consent Agenda can be approved in one motion, without discussion. If Council wishes to discuss a report, that report is removed from the Consent Agenda. A report may be removed in order to discuss it, because someone wants to vote against the report's recommendation, or because someone has a conflict of interest with the report. Any reports not removed from the Consent Agenda are passed without discussion.

##### **Recommendation:**

THAT Council adopt the recommendations for items # on consent.

##### **4.1. Canada Games Pool Fitness Centre Relocation Plan 69**

The purpose of this report is to share the processes and steps taken to relocate the fitness services formerly provided at the Canada Games Pool.

##### **Recommendation:**

THAT this report be received for information.

##### **4.2. Covid-19 Task Forces: Update 76**

An informational report to Council with updates from the Covid-19 Task Forces.

##### **Recommendation:**

*THAT Council receives this report for information.*

##### **4.3. Heritage Review Policy Update: Buildings on the Heritage Inventory 82**

For Council to consider expanding the "Buildings 100 Years Old or Older" Heritage Review Policy to include buildings listed on the Heritage Inventory.

##### **Recommendation:**

THAT Council expand the "Buildings 100 Years Old or Older" Heritage Review Policy to include buildings listed on the Heritage Inventory.

##### **4.4. Housing Agreement Bylaw and Development Variance Permit to Vary Residential and Visitor Parking Requirements: 520 Eighth Street – Bylaw for Three Readings 95**

The purpose of this report is to request that Council: 1) consider adoption of the Housing Agreement Bylaw No. 8273, 2022 for First, Second and Third Readings; 2) issue notice that Council will consider Development Variance Permit (DVP00691) for a 13 space reduction (21%) to the off-street parking provisions of the Zoning Bylaw for secured rental buildings.

##### **Recommendation:**

THAT Council consider Housing Agreement Bylaw No. 8273, 2022 to

authorize the City to enter into a Housing Agreement with the property owner to require that all residential units at 520 Eighth Street be secured as market rental housing for First, Second and Third Readings.

**THAT** Council, should the Housing Agreement Bylaw No. 8273, 2022 be adopted, direct the Mayor and Corporate Officer to execute the Housing Agreement.

**THAT** Council provide notice that it will consider issuance of a Development Variance Permit (DVP00691) to reduce the number of required off-street parking spaces by 21% from the standard Zoning Bylaw requirements for secured market rental.

**THAT** Council endorse that six long-term bicycle parking spaces and six short-term bicycle parking spaces be included as part of the Development Permit application for 520 Eighth Street, should the Development Variance Permit (DVP00691) be approved by Council.

**4.5. Recruitment 2022: Appointments to Advisory Committees, Commissions, Boards, and Panels** 141

To release to the public the Closed Council decision regarding appointments to City Committees, Commissions, Panels and Boards made on January 10, 2022, and to provide information to the public on the City's 2022 recruitment process.

**Recommendation:**

*THAT Council receive the report titled "Recruitment 2022: Appointments to Advisory Committees, Commission, Board, and Panels" for information.*

**Recommendation:**

THAT Council receive the report titled "Recruitment 2022: Appointments to Advisory Committees, Commission, Board, and Panels" for information; or,

**4.6. Summer 2022 Outdoor Aquatics Plan** 148

The purpose of this report is to share the information, plan and timeline regarding the extension of the 2022 outdoor pool season.

**Recommendation:**

THAT this report be received for information, and

THAT Council direct staff to bring forward amendments to outdoor pool admission fees as described in this report, to the Parks and Recreation Fees and Charges Bylaw No. 6673, 2001.

**4.7. Proclamation: Black History Month, February 2022** 192

**4.8. Minutes for Adoption**

**a. November 24, 2021 Special City Council Meeting** 193

b.	November 29, 2021 Special Council Workshop	197
c.	December 6, 2021 Public Hearing	202
d.	December 6, 2021 City Council Meeting	220
e.	December 13, 2021 City Council Meeting (12:00 p.m.)	224
f.	December 13, 2021 Special Council Workshop	226
g.	December 13, 2021 City Council Meeting (6:00 p.m.)	231
h.	January 10, 2022 City Council Meeting (9:00 a.m.)	256
i.	January 10, 2022 City Council Meeting (6:00 p.m.)	258

## 5. BYLAWS

### 5.1. Bylaws for readings

a.	<b>Housing Agreement (520 Eighth Street) Bylaw No. 8273, 2022</b>	270
	To authorize the City to enter into a Housing Agreement with the property owner that will secure all existing and proposed units within the building as a market rental project for 60 years or the life of the building, whichever is longer. This bylaw is on the agenda for <b>THREE READINGS</b> .	

### 5.2. Bylaws for adoption

a.	<b>Five-Year Financial Plan (2022 - 2026) Bylaw No. 8308, 2022</b>	290
	To approve the City's consolidated Financial Plan for 2022 through 2026. This bylaw is on the agenda for <b>ADOPTION</b> .	
b.	<b>Zoning Amendment Bylaw (Bicycle Parking) No. 8231, 2021</b>	295
	Amendments to modify bicycle parking requirements and bicycle facility design standards. This bylaw is on the agenda for <b>ADOPTION</b> .	

## 6. MOTIONS FROM MEMBERS OF COUNCIL

### 6.1. Maternity/Parental Leave, Councillors Trentadue and Nakagawa

#### Recommendation:

**Whereas** the Local Government Act, Community Charter, and New Westminster Council Procedure Bylaw do not provide maternity and/or parental leave rights to elected officials; and

**Whereas** the absence of maternity and/or parental leave for local elected officials specifically disadvantages persons considering running for office and, hence, is a systemic barrier to attracting more diverse and representative candidates to local government; and

**Whereas** an elected official may want to take maternal and/or parental leave from their position and it is currently unclear as to this leave



availability. It is unreasonable to expect the Councillor to have to rely on Council deliberations or “hope” that their request for leave will be accepted officially;

**Therefore be it resolved that** staff report back on options that would include common entitlements for maternity and/or parental leave for elected officials in the City of New Westminster following the birth or adoption of a child.

## **7. NEW BUSINESS**

### **7.1. Recruitment 2022: Appointment to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC)**

301

To release the Closed Council decision to appoint Ruth Weller of the Spirit of the Children Society as the Local Indigenous Support Organization representative to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC) for the term ending January 31, 2024.

#### **Recommendation:**

THAT Council receive the report titled, “Recruitment 2022: Appointment to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC)” for information.

## **8. ANNOUNCEMENTS FROM MEMBERS OF COUNCIL**

## **9. END OF THE MEETING**

\*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.

## THE CORPORATION OF THE CITY OF NEW WESTMINSTER

### BYLAW NO. 8306, 2021

A bylaw of the Corporation of the City of New Westminster to designate the principal building located at 125 Third Street as protected heritage property.

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WHEREAS the *Local Government Act*, RSBC 2015, c.1 provides Council with authority, by bylaw, to designate real property, in whole or in part, as protected heritage property, on terms and conditions it considers appropriate;

AND WHEREAS the registered owner of the land located at 125 Third Street has requested that Council designate the principal building on the land as protected heritage property, and has released the City from any obligation to compensate the registered owner for the effect of such designation;

AND WHEREAS Council considers that the principal building located at 125 Third Street has significant heritage value and character and is a prominent and valued heritage property in the City;

AND WHEREAS Council considers that designation of the principal building located at 125 Third Street as protected heritage property under the provisions of the *Local Government Act* is necessary and desirable for its conservation;

NOW THEREFORE City Council of the Corporation of the City of New Westminster enacts as follows:

#### TITLE

1. This Bylaw may be cited for all purposes as "Heritage Designation Bylaw (125 Third Street) No. 8306, 2021."

#### INTERPRETATION

2. In this Bylaw, the terms "heritage value", "heritage character" and "alter" have the corresponding meanings given to them in the *Local Government Act*.

#### DESIGNATION

3. The principal building located on that parcel of land having a civic address of 125 Third Street, New Westminster, British Columbia, legally described as PID: 001-507-346; LOT 2 OF LOTS 7 8 BLOCK 34 PLAN 2620, is hereby designated in its entirety as protected heritage property under section 611 of the *Local Government Act* of British Columbia.

#### PROHIBITION

4. Except as expressly permitted by Section 5 or as authorized by a heritage alteration permit issued by the City, no person shall undertake any of the following actions, nor cause or permit any of the following actions to be undertaken in relation to the Building:

- (a) alter the exterior of the Building;
- (b) make a structural change to the Building including, without limitation, demolition of the Building or any structural change resulting in demolition of the Building;
- (c) move the Building; or
- (d) alter, excavate or build on that portion of land upon which the Building is located.

#### **EXEMPTIONS**

- 5. Despite Section 4, the following actions may be undertaken in relation to the Building without first obtaining a heritage alteration permit from the City:
  - (a) non-structural renovations or alterations to the interior of the Building that do not alter the exterior appearance of the Building; and
  - (b) normal repairs and maintenance that do not alter the exterior appearance of the Building.
- 6. For the purpose of section 5, “normal repairs” means the repair or replacement of non-structural elements, components or finishing materials of the Building with elements, components or finishing materials that are equivalent to those being replaced in terms of heritage character, material composition, colour, dimensions and quality.

#### **MAINTENANCE**

- 7. The Building shall be maintained in good repair in accordance with the City of New Westminster Heritage Property Maintenance Standards Bylaw No. 7971, 2018, as amended or replaced from time to time.

#### **HERITAGE ALTERATION PERMITS**

- 8. Where a heritage alteration permit is required under this Bylaw for a proposed action in relation to the Building, application shall be made to the City of New Westminster Climate Action, Planning and Development Department in the manner and on the form prescribed, and the applicant shall pay the fee imposed by the City for such permit, if any.

9. City Council, or its authorized delegate, is hereby authorized to:

- (a) issue a heritage alteration permit for situations in which the proposed action would be consistent with the heritage protection provided for the Building under this Bylaw and the Heritage Revitalization Agreement;
- (b) withhold the issue of a heritage alteration permit for an action which would not be consistent with the heritage protection provided for the Building under this Bylaw or the Heritage Revitalization Agreement;
- (c) establish and impose terms, requirements and conditions on the issue of a heritage alteration permit that are considered to be consistent with the purpose of the heritage protection of the Building provided under this Bylaw and the Heritage Revitalization Agreement; and
- (d) determine whether the terms, requirements and conditions of a heritage alteration permit have been met.

#### **RECONSIDERATION BY COUNCIL**

10. An applicant or owner whose application for a heritage alteration permit for alteration of the Building has been considered by an authorized delegate may apply for a reconsideration of the matter by Council, and such reconsideration shall be without charge to the applicant or owner.

GIVEN FIRST READING this 13th day of December 2021.

GIVEN SECOND READING this 13th day of December 2021.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

GIVEN THIRD READING this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

ADOPTED and the Seal of the Corporation of the City of New Westminster affixed this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

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MAYOR JONATHAN X. COTE

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JACQUE KILLAWEE, CITY CLERK

**THE CORPORATION OF THE CITY OF NEW WESTMINSTER  
HERITAGE REVITALIZATION AGREEMENT (323 Regina Street)  
BYLAW NO. 8304, 2022**

**A Bylaw to enter into a Heritage Revitalization Agreement under  
Section 610 of the *Local Government Act***

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WHEREAS the City of New Westminster and the owners of the property located at 323 Regina Street in New Westminster wish to enter into a Heritage Revitalization Agreement in respect of the property;

NOW THEREFORE, the Council of the City of New Westminster enacts as follows:

**Citation**

1. This Bylaw may be cited as “Heritage Revitalization Agreement (323 Regina Street) Bylaw No. 8304, 2022”.

**Heritage Revitalization Agreement**

2. The City of New Westminster enters into a Heritage Revitalization Agreement with the registered owners of the property located at 323 Regina Street legally described as PID: 013-593-285; LOT 12 OF LOT 4 SUBURBAN BLOCK 10 PLAN 2620.
3. The Mayor and City Clerk are authorized on behalf of the City of New Westminster Council to sign and seal the Heritage Revitalization Agreement attached to this Bylaw as Schedule “A”.

READ A FIRST TIME this 10th day of January, 2022.

READ A SECOND TIME this 10th day of January, 2022.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

READ A THIRD TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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MAYOR JONATHAN X. COTE

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JACQUE KILLAWEE, CITY CLERK

**SCHEDULE "A"****HERITAGE REVITALIZATION AGREEMENT (323 Regina Street)**

THIS AGREEMENT dated for reference the 1<sup>st</sup> day of December, 2021 is

BETWEEN:

**GARY JOHN HOLISKO and ROSANNE MARIE HOOD,**  
323 Regina Street, New Westminster, BC  
V3L 1S8

(together, the "Owners")

AND:

**THE CORPORATION OF THE CITY OF NEW WESTMINSTER,** City Hall, 511 Royal  
Avenue, New Westminster, BC V3L 1H9

(the "City")

WHEREAS:

- A. The Owners are the registered owners in fee simple of the land and all improvements located at 323 Regina Street, New Westminster, British Columbia, legally described as PID: 013-593-285; LOT 12 OF LOT 4 SUBURBAN BLOCK 10 PLAN 2620 (the "Land");
- B. There is one principal building situated on the Land, known as the Edgar House (the "Heritage Building"), which is shown on the site plan attached as Appendix 1 (the "Site Plan") labelled as "323 Regina Street";
- C. The City and the Owner agree that the Heritage Building has heritage value and should be conserved;
- D. The Owner wishes to make certain alterations to restore and rehabilitate the Heritage Building (the "Work");
- E. The Owners intend to construct a two storey infill house on the lands, measuring approximately 132 square meters in size (the "Infill House") on that portion of the Land labelled on the Site Plan as "471 Fourth Street Coach House";
- F. Section 610 of the *Local Government Act*, RSBC 2015, Chapter 1 authorizes a local government to enter into a Heritage Revitalization Agreement with the owner of heritage property, and to allow variations of, and supplements to, the provisions of a bylaw or a permit issued under Part 14 or Part 15 of the *Local Government Act*;

- G. The Owner and the City have agreed to enter into this Heritage Revitalization Agreement setting out the terms and conditions by which the heritage value of the Heritage Building is to be preserved and protected, in return for specified supplements and variances to City bylaws;

THIS AGREEMENT is evidence that in consideration of the sum of ten dollars (\$10.00) now paid by each party to the other and for other good and valuable consideration (the receipt of which each party hereby acknowledges) the Owner and the City each covenant with the other pursuant to Section 610 of the *Local Government Act* as follows:

### **Conservation of Heritage Building**

1. Upon execution of this Agreement, the Owner shall promptly commence the Work in accordance with the Heritage Conservation Plan prepared by Katie Cummer, PhD CAHP, of Cummer Heritage Consulting dated July 24, 2021, a copy of which is attached hereto as Appendix 2 (the "Conservation Plan"), and the design plans and specifications prepared by Nancy G Dheilley, dated AUG 6, 2021, NOV 8, 2021, and NOV 17, 2021, a copy of which is attached hereto as Appendix 5 (the "Approved Plans"), full-size copies of which plans and specifications are on file at the New Westminster City Hall.
2. Prior to commencement of the Work, the Owner shall obtain from the City all necessary permits and licenses, including a heritage alteration permit, building permit, and tree permit.
3. The Owner shall obtain written approval from the City's Director of Climate Action, Planning and Development for any changes to the Work, and obtain any amended permits that may be required for such changes to the Work, as required by the City.
4. The Owner agrees that the City may, notwithstanding that such permits may be issuable under the City's zoning and building regulations and the BC Building Code, withhold a heritage alteration permit or building permit applied for in respect of the Heritage Building if the work that the Owner wishes to undertake is not in accordance with the Conservation Plan or the Approved Plans.
5. The Work shall be done at the Owner's sole expense in accordance with generally accepted engineering, architectural, and heritage conservation practices. If any conflict or ambiguity arises in the interpretation of Appendix 2, the parties agree that the conflict or ambiguity shall be resolved in accordance with the "Standards and Guidelines for the Conservation of Historic Places in Canada", 2<sup>nd</sup> edition, published by Parks Canada in 2010.
6. The Owner shall, at the Owner's sole expense, erect on the Land and keep erected throughout the course of the Work, a sign of sufficient size and visibility to effectively notify contractors and tradespersons entering onto the Land that the Work involves protected heritage property and is being carried out for heritage conservation purposes.
7. The Owner shall, at the Owner's sole expense, engage a member of the Architectural Institute of British Columbia or the Association of Professional Engineers and Geoscientists of British Columbia or the British Columbian Association of Heritage Professionals with

specialization in Building or Planning (the “Registered Professional”) to oversee the Work and to perform the duties set out in section 8 of this Agreement, below.

### **Role of Registered Professional**

8. The Registered Professional shall:
  - (a) prior to commencement of the Work, and at any time during the course of the Work that a Registered Professional has been engaged in substitution for a Registered Professional previously engaged by the Owner, provide to the City an executed and sealed Confirmation of Commitment in the form attached as Appendix 3 and, if the Registered Professional is a member of the Canadian Association of Heritage Professionals, the Registered Professional shall provide evidence of their membership and specialization when submitting such executed Confirmation of Commitment;
  - (b) conduct field reviews of the Work with the aim of ensuring compliance of the Work with the Conservation Plan in Appendix 2;
  - (c) provide regular reports to the City’s Climate Action, Planning and Development Department, on the progress of the Work;
  - (d) upon substantial completion of the Work, provide to the City an executed and sealed Certification of Compliance in the form attached as Appendix 4; and
  - (e) notify the City within one business day if the Registered Professional’s engagement by the Owner is terminated for any reason.

### **Heritage Designation**

9. The Owner irrevocably agrees to the designation of the Heritage Building as protected heritage property, in accordance with Section 611 of the *Local Government Act*, and releases the City from any obligation to compensate the Owner in any form for any reduction in the market value of the Lands or the Heritage Building that may result from the designation.
10. Following completion of the Work, the Owner shall maintain the Heritage Building in good repair in accordance with the Conservation Plan in Appendix 2 and the maintenance standards set out in City of New Westminster Heritage Properties Minimum Maintenance Standards Bylaw No. 7971, 2018, as amended or replaced from time to time, and, in the event that Bylaw No. 7971 is repealed and not replaced, the Owner shall continue to maintain the building to the standards that applied under Bylaw No. 7971 immediately prior to its repeal.
11. Following completion of the Work in accordance with this Agreement, the Owner shall not alter the heritage character or the exterior appearance of the Heritage Building, except as permitted by a heritage alteration permit issued by the City.



### **Damage to or Destruction of Heritage Building**

12. If the Heritage Building is damaged, the Owner shall obtain a heritage alteration permit and any other necessary permits and licenses and, in a timely manner, shall restore and repair the Heritage Building to the same condition and appearance that existed before the damage occurred.
13. If, in the opinion of the City, the Heritage Building is completely destroyed, the Owner shall construct a replica, using contemporary material if necessary, of the Heritage Building that complies in all respects with the Conservation Plan in Appendix 2, the Approved Plans in Appendix 5, and with City of New Westminster Zoning Bylaw No. 6680, 2001 as amended (the "Zoning Bylaw"), as varied by this Agreement, after having obtained a heritage alteration permit and any other necessary permits and licenses.
14. The Owner shall use best efforts to commence and complete any repairs to the Heritage Building, or the construction of any replica building, with reasonable dispatch.

### **Construction of the Infill House**

15. The Owners shall construct the Infill House in strict accordance with the Site Plan and the Approved Plans prepared by Nancy G Dheilly, dated NOV 8, 2021 and NOV 17, 2021, a copy of which is attached hereto as Appendix 5, full-size copies of which plans and specifications are on file at the New Westminster City Hall.
16. Prior to commencement of construction of the Infill house, the Owner shall obtain from the City all necessary approvals, permits, and licenses, including a heritage alteration permit, building permit, and tree permit.
17. The Owner shall obtain written approval from the City's Director of Climate Action, Planning and Development for any changes to the Infill House, and obtain any amended permits that may be required for such changes to the Infill House, as required by the City.
18. The Owner agrees that the City may, notwithstanding that such permits may be issuable under the City's zoning and building regulations and the BC Building Code, withhold a heritage alteration permit or building permit applied for in respect of the Infill House if the work that the Owner wishes to undertake is not in accordance with the Approved Plans.
19. The construction of the Infill House shall be done at the Owner's sole expense and in accordance with generally accepted engineering and architectural practices.

### **Timing and Phasing**

20. The Owner shall commence and complete all actions required for the completion of the Work, as set out in the Conservation Plan in Appendix 2, within three years following the date of adoption of the Bylaw authorizing this Agreement.

21. The Owner shall not construct the Infill House on the Land until the Owner has completed the Work in respect of the Heritage Building to the satisfaction of the City's Director of Climate Action, Planning and Development, has provided the Certification of Compliance described in section 8(d) above.
22. The City may, notwithstanding that such a permit may be issuable under the City's zoning and building regulations and the BC Building Code, withhold a building permit or heritage alteration permit applied for in respect of the Infill House if the Owner has not completed the Work in respect of the Heritage Building, to the satisfaction of the City's Director of Climate Action, Planning and Development.
23. The Owner shall complete all actions required for the completion of the Infill House, as set out in Approved Plans in Appendix 5, within five years following the date of adoption of the Bylaw authorizing this Agreement.

#### **No Subdivision**

24. The Owners shall not subdivide the Lands or the buildings located on the Lands by any method, including by way of a building strata plan under the provisions of the Strata Property Act (British Columbia), or any successor legislation dealing with the creation of separate titles to buildings or portions of a building.

#### **Inspection**

25. Upon request by the City, the Owners shall advise or cause the Registered Professional to advise, the City's Climate Action, Planning and Development Department, of the status of the Work.
26. Without limiting the City's power of inspection conferred by statute and in addition to such powers, the City shall be entitled at all reasonable times and from time to time to enter onto the Land for the purpose of ensuring that the Owner is fully observing and performing all of the restrictions and requirements in this Agreement to be observed and performed by the Owner.
27. The Owner agrees that the City may, notwithstanding that a final inspection may be issuable under the City's zoning and building regulations and the BC Building Code, withhold a final inspection or occupancy certificate applied for in respect of the Heritage Building or the Infill House if the Owner has not completed the Work with respect to the Heritage Building or construction of the Infill House to the satisfaction of the City's Director of Climate Action, Planning and Development.

#### **Conformity with City Bylaws**

28. The City of New Westminster Zoning Bylaw No. 6680, 2001, is varied and supplemented in its application to the Land in the manner and to the extent provided and attached as Appendix 6.

29. The Owner acknowledges and agrees that, except as expressly varied by this Agreement, any development or use of the Land, including any construction, alteration, rehabilitation, restoration and repairs of the Heritage Building or Infill house, must comply with all applicable bylaws of the City.

### **No Application to Building Interiors**

30. Unless otherwise stated in this Agreement or set out in the Conservation Plan, the terms and conditions of this Agreement respecting the Heritage Building and Infill House apply only to the structure and exterior of the buildings, including without limitation the foundation, walls, roof, and all exterior doors, stairs, windows and architectural ornamentation.

### **Enforcement of Agreement**

31. The Owner acknowledges that it is an offence under Section 621(1)(c) of the *Local Government Act* to alter the Land or the Heritage Building in contravention of this Agreement, punishable by a fine of up to \$50,000.00 or imprisonment for a term of up to 2 years, or both.
32. The Owner acknowledges that it is an offence under Section 621(1)(b) of the *Local Government Act* to fail to comply with the requirements and conditions of any heritage alteration permit issued to the Owner pursuant to this Agreement and Section 617 of the *Local Government Act*, punishable in the manner described in the preceding section.
33. The Owner acknowledges that, if the Owner alters the Land, the Heritage Building or the Infill House in contravention of this Agreement, the City may apply to the British Columbia Supreme Court for:
- (a) an order that the Owner restore the Land or the Heritage Building or the Infill House, or all, to their condition before the contravention;
  - (b) an order that the Owner undertake compensatory conservation work on the Land, the Heritage Building, or the Infill House;
  - (c) an order requiring the Owner to take other measures specified by the Court to ameliorate the effects of the contravention; and
  - (d) an order authorizing the City to perform any and all such work at the expense of the Owner.
34. The Owner acknowledges that, if the City undertakes work to satisfy the terms, requirements or conditions of any heritage alteration permit issued to the Owners pursuant to this Agreement upon the Owner's failure to do so, the City may add the cost of the work and any incidental expenses to the taxes payable with respect to the Land, or may recover the cost from any security that the Owner has provided to the City to guarantee the performance of the terms, requirements or conditions of the permit, or both.

35. The Owner acknowledges that the City may file a notice on title to the Land in the Land Title Office if the terms and conditions of this Agreement have been contravened.
36. The City may notify the Owner in writing of any alleged breach of this Agreement and the Owner shall have the time specified in the notice to remedy the breach. In the event that the Owner fails to remedy the breach within the time specified, the City may enforce this Agreement by:
- (a) seeking an order for specific performance of the Agreement;
  - (b) any other means specified in this Agreement; or
  - (c) any means specified in the *Community Charter* or the *Local Government Act*,
- and the City's resort to any remedy for a breach of this Agreement does not limit its right to resort to any other remedy available at law or in equity.

#### **Statutory Authority Retained**

37. Nothing in this Agreement shall limit, impair, fetter, or derogate from the statutory powers of the City, all of which powers may be exercised by the City from time to time and at any time to the fullest extent that the City is enabled.

#### **Indemnity**

38. The Owner hereby releases, indemnifies and saves the City, its officers, employees, elected officials, agents and assigns harmless from and against any and all actions, causes of action, losses, damages, costs, claims, debts and demands whatsoever by any person, arising out of or in any way due to the existence or effect of any of the restrictions or requirements in this Agreement, or the breach or non-performance by the Owner of any term or provision of this Agreement, or by reason of any work or action of the Owner in performance of its obligations under this Agreement or by reason of any wrongful act or omission, default, or negligence of the Owner.
39. In no case shall the City be liable or responsible in any way for:
- (a) any personal injury, death or consequential damage of any nature whatsoever, howsoever caused, that be suffered or sustained by the Owner or by any other person who may be on the Land; or
  - (b) any loss or damage of any nature whatsoever, howsoever caused to the Land, or any improvements or personal property thereon belonging to the Owner or to any other person,

arising directly or indirectly from compliance with the restrictions and requirements in this Agreement, wrongful or negligent failure or omission to comply with the restrictions and requirements in this Agreement or refusal, omission or failure of the City to enforce or

require compliance by the Owner with the restrictions or requirements in this Agreement or with any other term, condition, or provision of this Agreement.

#### **No Waiver**

40. No restrictions, requirements, or other provisions of this Agreement shall be deemed to have been waived by the City unless a written waiver signed by an officer of the City has first been obtained, and without limiting the generality of the foregoing, no condoning, excusing or overlooking by the City on previous occasions of any default, nor any previous written waiver, shall be taken to operate as a waiver by the City of any subsequent default or in any way defeat or affect the rights and remedies of the City.

#### **Interpretation**

41. In this Agreement, "Owner" shall mean all registered owners of the Land or subsequent registered owners of the Land, as the context requires or permits.

#### **Headings**

42. The headings in this Agreement are inserted for convenience only and shall not affect the interpretation of this Agreement or any of its provisions.

#### **Appendices**

43. All appendices to this Agreement are incorporated into and form part of this Agreement.

#### **Number and Gender**

44. Whenever the singular or masculine or neuter is used in this Agreement, the same shall be construed to mean the plural or feminine or body corporate where the context so requires.

#### **Joint and Several**

45. If at any time more than one person (as defined in the *Interpretation Act* (British Columbia)) owns the Land, each of those persons will be jointly and severally liable for all of the obligations of the Owner under this Agreement.

#### **Successors Bound**

46. All restrictions, rights and liabilities herein imposed upon or given to the respective parties shall extend to and be binding upon their respective heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the Owner and the City have executed this Agreement as of the date written above.

Signed, Sealed and Delivered in the  
presence of:

)  
)  
)  
)  
)

\_\_\_\_\_  
Name

\_\_\_\_\_  
**GARY JOHN HOLISKO**

\_\_\_\_\_  
Address

\_\_\_\_\_  
**ROSANNE MARIE HOOD**

\_\_\_\_\_  
Occupation

\_\_\_\_\_  
**ROSANNE MARIE HOOD**

**THE CORPORATION OF THE CITY OF NEW WESTMINSTER**

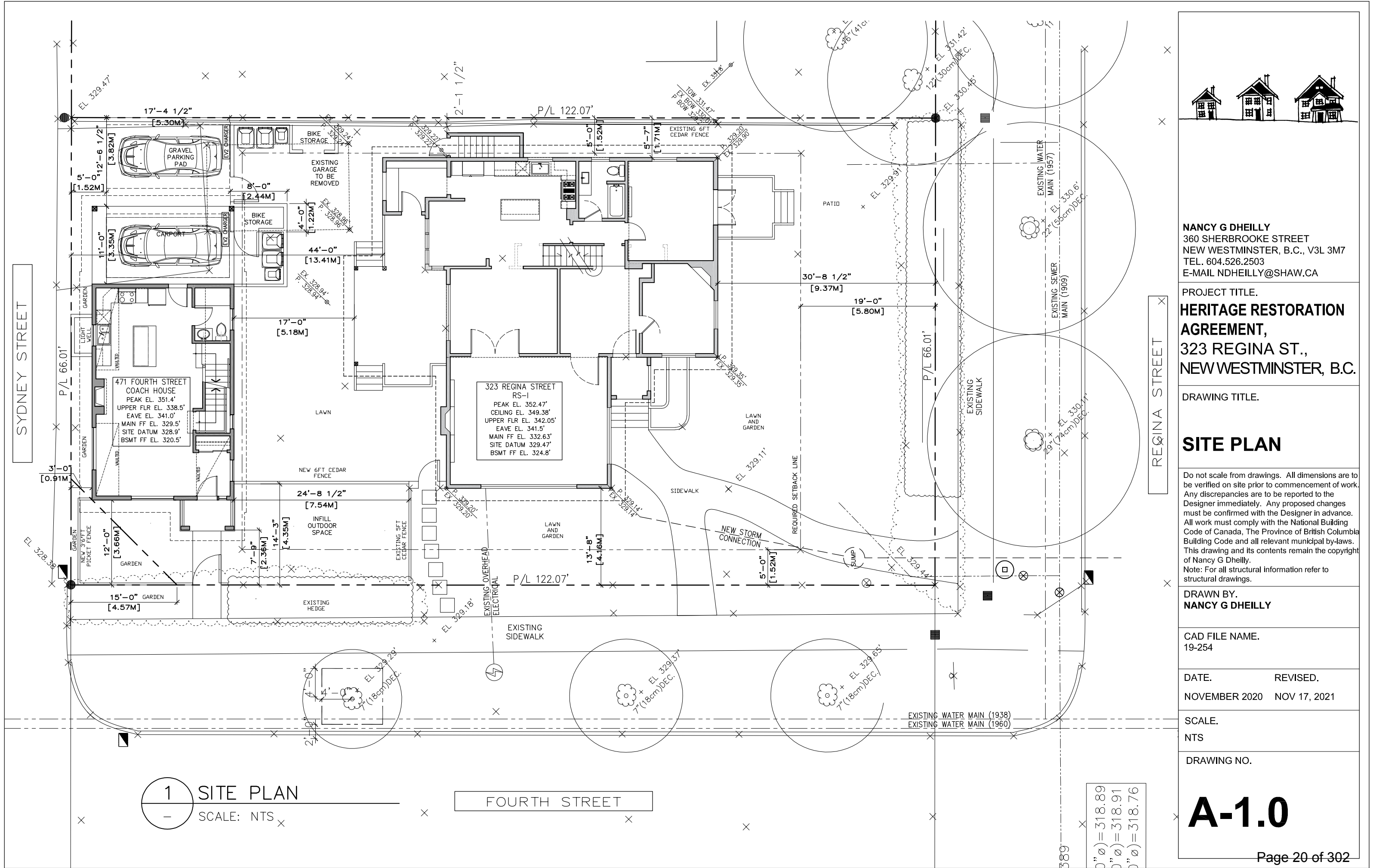
by its authorized signatories:

\_\_\_\_\_  
Mayor Jonathan X. Cote

\_\_\_\_\_  
Jacqueline Killawee, City Clerk

## **APPENDIX 1**

### **SITE PLAN**



**NANCY G DHEILLY**  
360 SHERBROOKE STREET  
NEW WESTMINSTER, B.C., V3L 3M7  
TEL. 604.526.2503  
E-MAIL NDHEILLY@SHAW.CA

PROJECT TITLE.  
**HERITAGE RESTORATION AGREEMENT,**  
**323 REGINA ST.,**  
**NEW WESTMINSTER, B.C.**

DRAWING TITLE.  
**SITE PLAN**

Do not scale from drawings. All dimensions are to be verified on site prior to commencement of work. Any discrepancies are to be reported to the Designer immediately. Any proposed changes must be confirmed with the Designer in advance. All work must comply with the National Building Code of Canada, The Province of British Columbia Building Code and all relevant municipal by-laws. This drawing and its contents remain the copyright of Nancy G Dheilly.  
Note: For all structural information refer to structural drawings.

DRAWN BY.  
**NANCY G DHEILLY**

CAD FILE NAME.  
19-254

DATE.                      REVISED.  
NOVEMBER 2020      NOV 17, 2021

SCALE.  
NTS

DRAWING NO.

**A-1.0**



**APPENDIX 2**  
**CONSERVATION PLAN**

## Heritage Conservation Plan

Edgar House, 323 Regina Street, New Westminster, BC

July 24, 2021



Fig. 1: View of the front of Edgar House at 323 Regina Street, New Westminster, BC, 2020, as visible from the corner of Regina Street and Fourth Street. (Source: Holisko)

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## 528.0 Introduction

The subject house, Edgar House, is a Storybook style, one and a half storey, stuccoed, wood-frame construction with concrete foundation located at 323 Regina Street in New Westminster (Fig. 2). It is located in the northwest corner of the Queen's Park neighbourhood in New Westminster.



Fig. 2: Map of the area surrounding 323 Regina Street, outlined in yellow. (Source: City of New Westminster Map Viewer, CityViews, 2020)

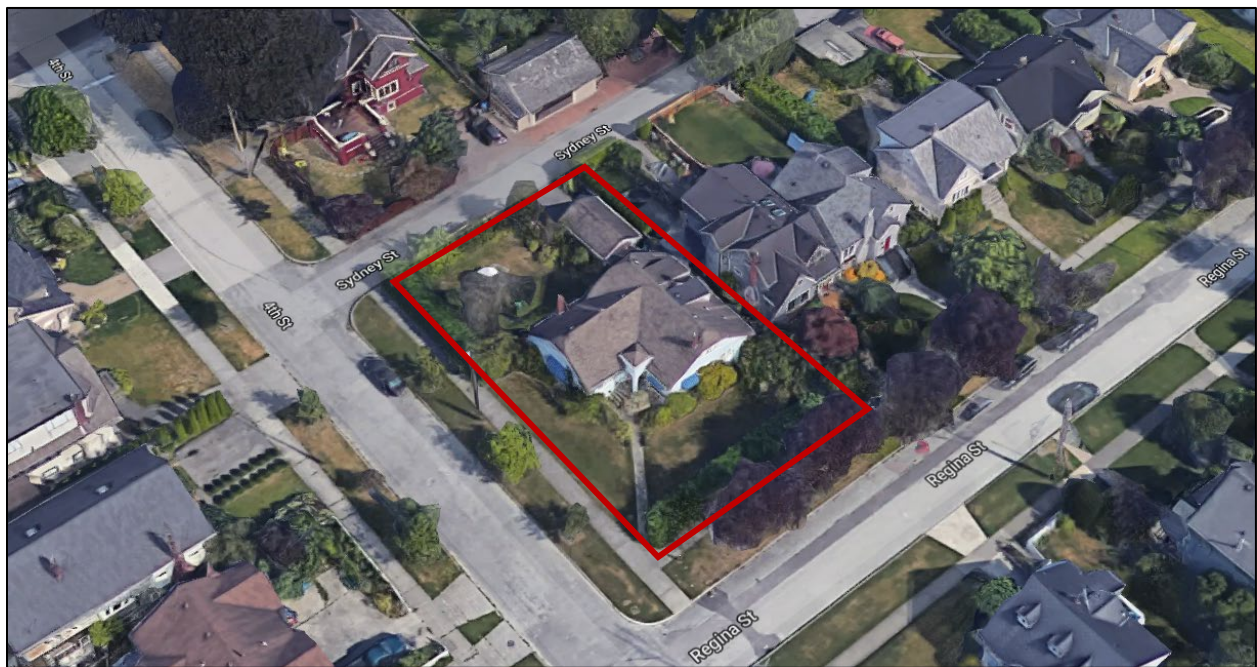
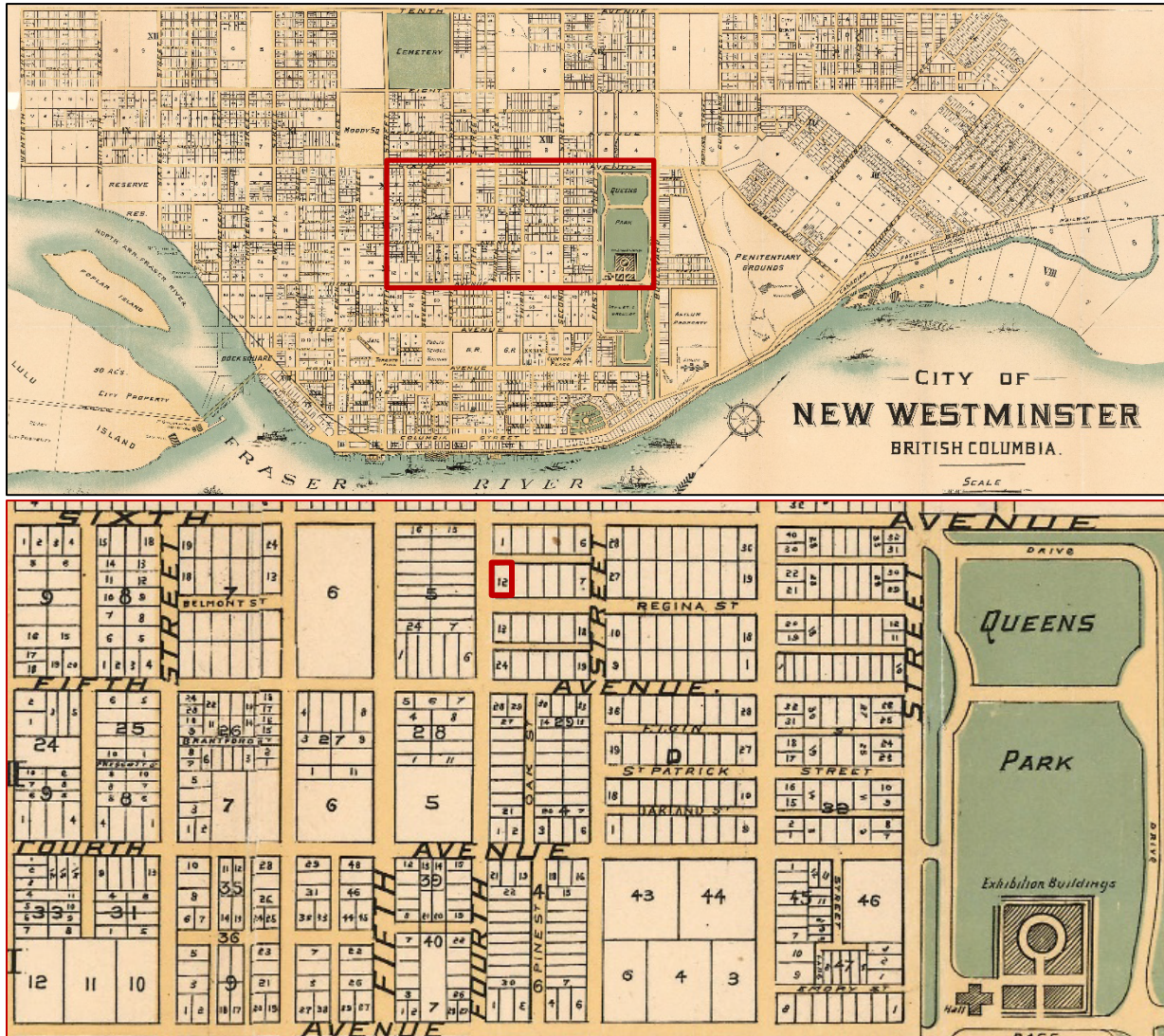


Fig. 3: Aerial view of 323 Regina Street, outlined in red. (Source: Google, 2019)



## 2.0 Historic Context

In 1859, the British Royal Engineers surveyed the area to become known as New Westminster, which at the time was to be the new colonial capital of the crown colony of British Columbia (Hainsworth and Freund-Hainsworth 2005, pp. 18-19). They overlaid a grid pattern on the natural topography of the area (Fig. 4a), parallel to the Fraser River (Mather and McDonald 1958, p. 22). The design, still present today, had the streets running up the hill, perpendicular to the river, and the avenues across the area, parallel to the river. The head engineer, Colonel Richard Moody, envisioned a formally planned “Garden City” with prominent public parks and elegant wide avenues (Wolf 2005, pp. 18-20). These well-landscaped parks and avenues are clearly visible in the 1928 aerial photograph of the area (Fig. 7 below).



Figs. 4a and 4b: Fig. 4a (above) shows the wider context of the City of New Westminster, 1892. Note the grid pattern of the streets and avenue. In Fig. 4a (above), the neighbourhood of 323 Regina Street is outlined in red. Its lot is outlined in bold red in Fig. 4b (below). (Source: City of Vancouver Archives, AM1594-MAP 617)

“The Royal Engineers marked out the area now known as Queen’s Park including road allowances for wide streets and landscaped boulevards, land reserves, and squares in 1859. The next year the Royal Engineers surveyed 75.5 acres for what became Queen’s Park itself. The area very soon began to attract merchants and entrepreneurs seeking a prestigious location away from the noise and pollution of the downtown and river front.” (DCD *et al.* 2009, p. 41). Shortly thereafter, New Westminster experienced two major building



booms. The first beginning in the 1880s with the extension of the Canadian Pacific Railway line and the second in the 1900s, following the destructive fire of 1898 that destroyed much of Downtown (Mather and McDonald 1958). At the beginning of the 20<sup>th</sup> century, Queen's Park "was filled up as an elite residential neighbourhood. In 1906 Queen's Park acquired paved street and concrete sidewalks, in 1912 a sewer system, and a year later street curbs, making it the first fully serviced neighbourhood in New Westminster" (DCD *et al.* 2009, p. 42).

The subject property at 323 Regina Street is located in the northwest quadrant of this "elite residential neighbourhood" known as Queen's Park. Interestingly, it was a relatively later development in the neighbourhood, being built in 1928, compared to the numerous Edwardian era constructions, distinctly visible in a 1913 Fire Insurance Map (Figs. 5a and 5b). It is worth comparing this to a 1957 Fire Insurance Map (Fig. 6), which shows a few additional developments built during the interim decades, including the captioned study site, which is visible in a 1928 aerial photograph of the area, showing the property being developed (Fig. 7). A newspaper advert from the same year, illustrates and promotes the house and its numerous qualities (Fig. 8).

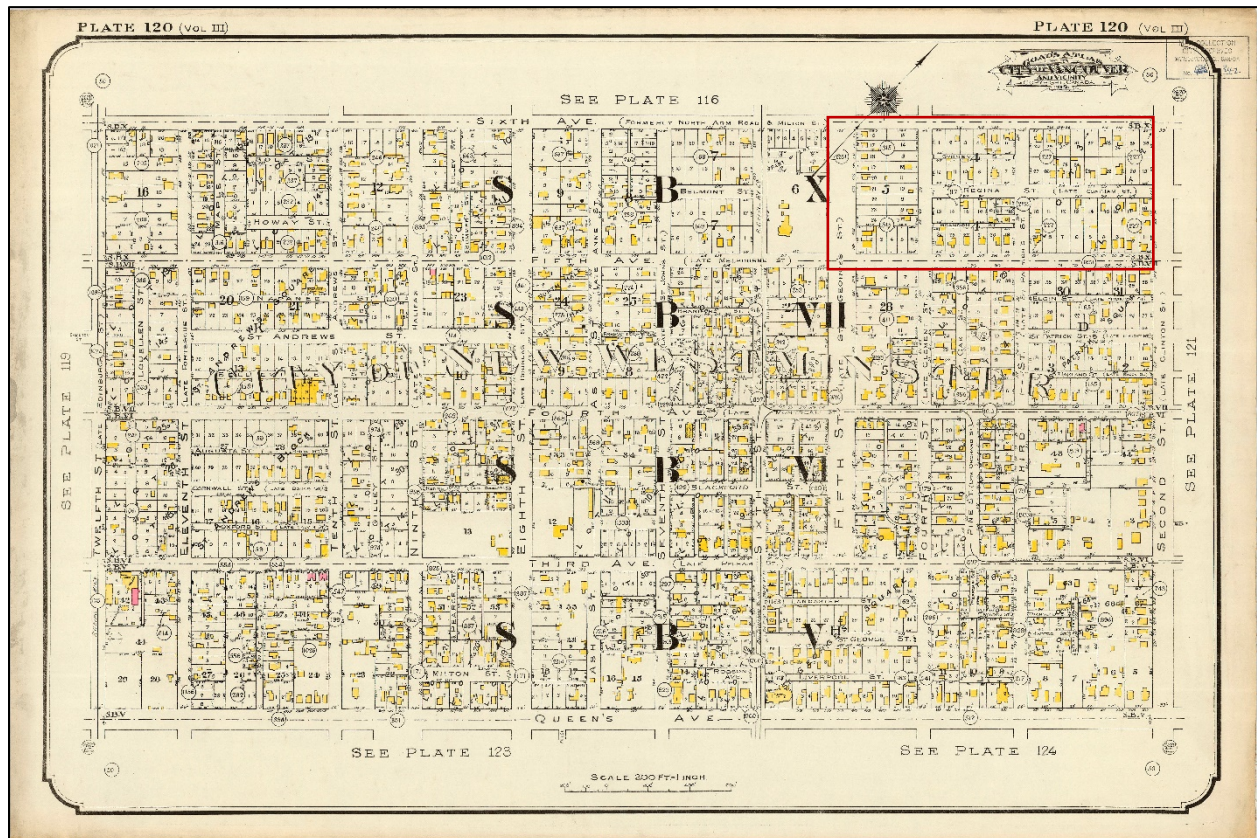


Fig. 5a: Fire Insurance Map of New Westminster, 1913. The neighbourhood of 323 Regina Street is outlined in red. The property is outlined in bolded red in Fig. 5b (below). (Source: City of Vancouver Archives, 1972-472.07, Plate 120)



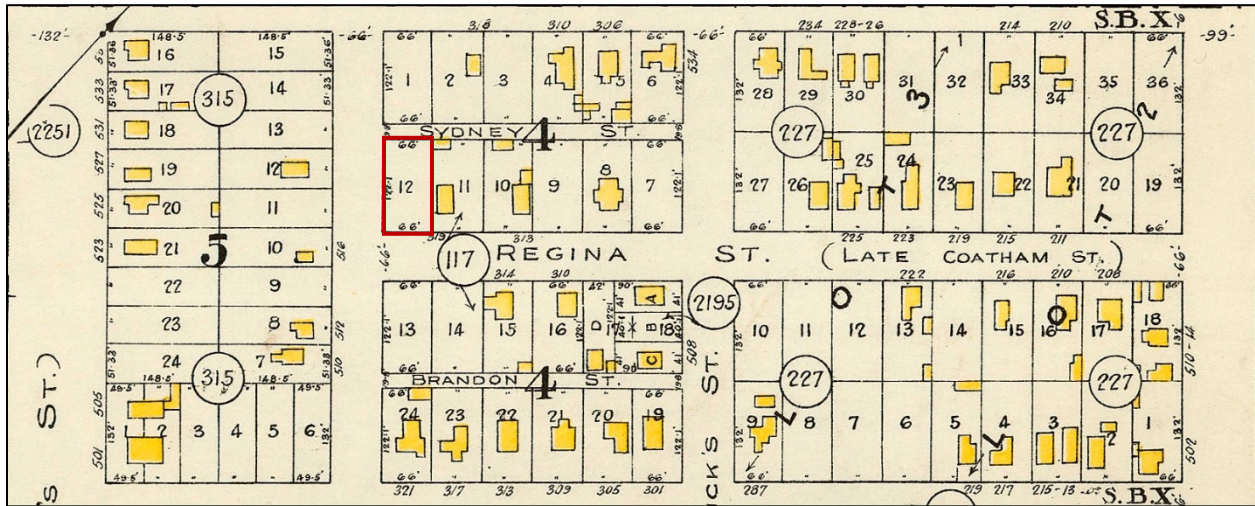


Fig. 5b: Excerpt of Fire Insurance Map of New Westminster, 1913. The empty lot of 323 Regina Street is outlined in red. (Source: City of Vancouver Archives, 1972-472.07, Plate 120)

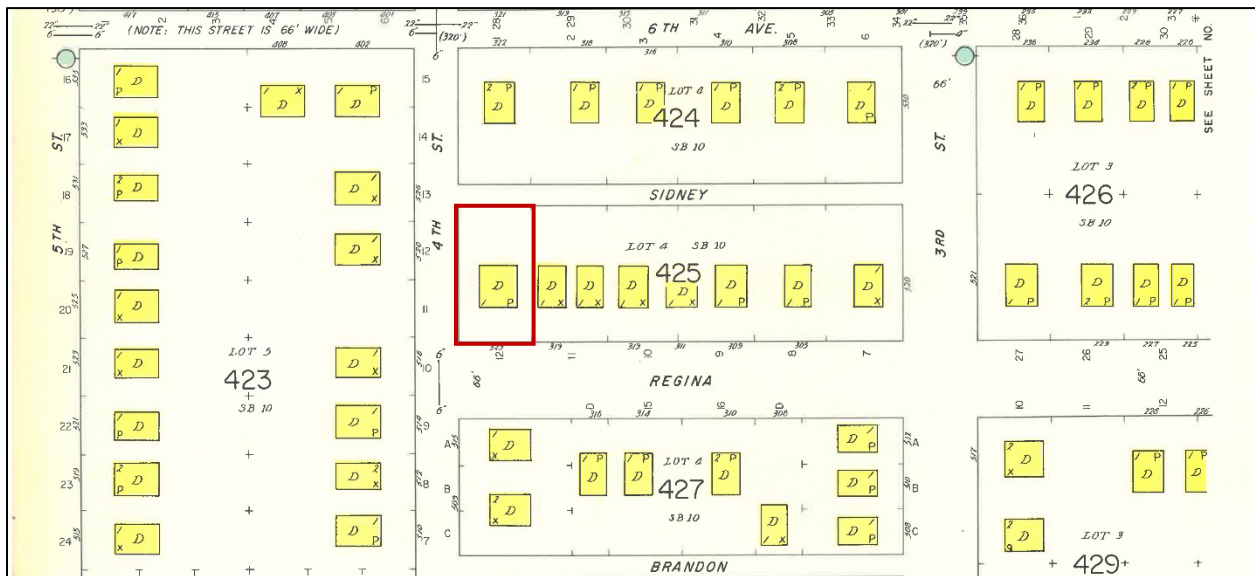


Fig. 6: Fire Insurance Map of New Westminster, 1957. The developed lot of 323 Regina Street is outlined in red. (Source: City of New Westminster Archives 1957, sheet 42)



Fig. 7: Section from a Royal Canadian Air Force aerial photograph of New Westminster, 1928. Note that 323 Regina Street has been cleared for development, however, no structure is yet built on the lot. (Source: Library & Archives Canada, AA287\_058)

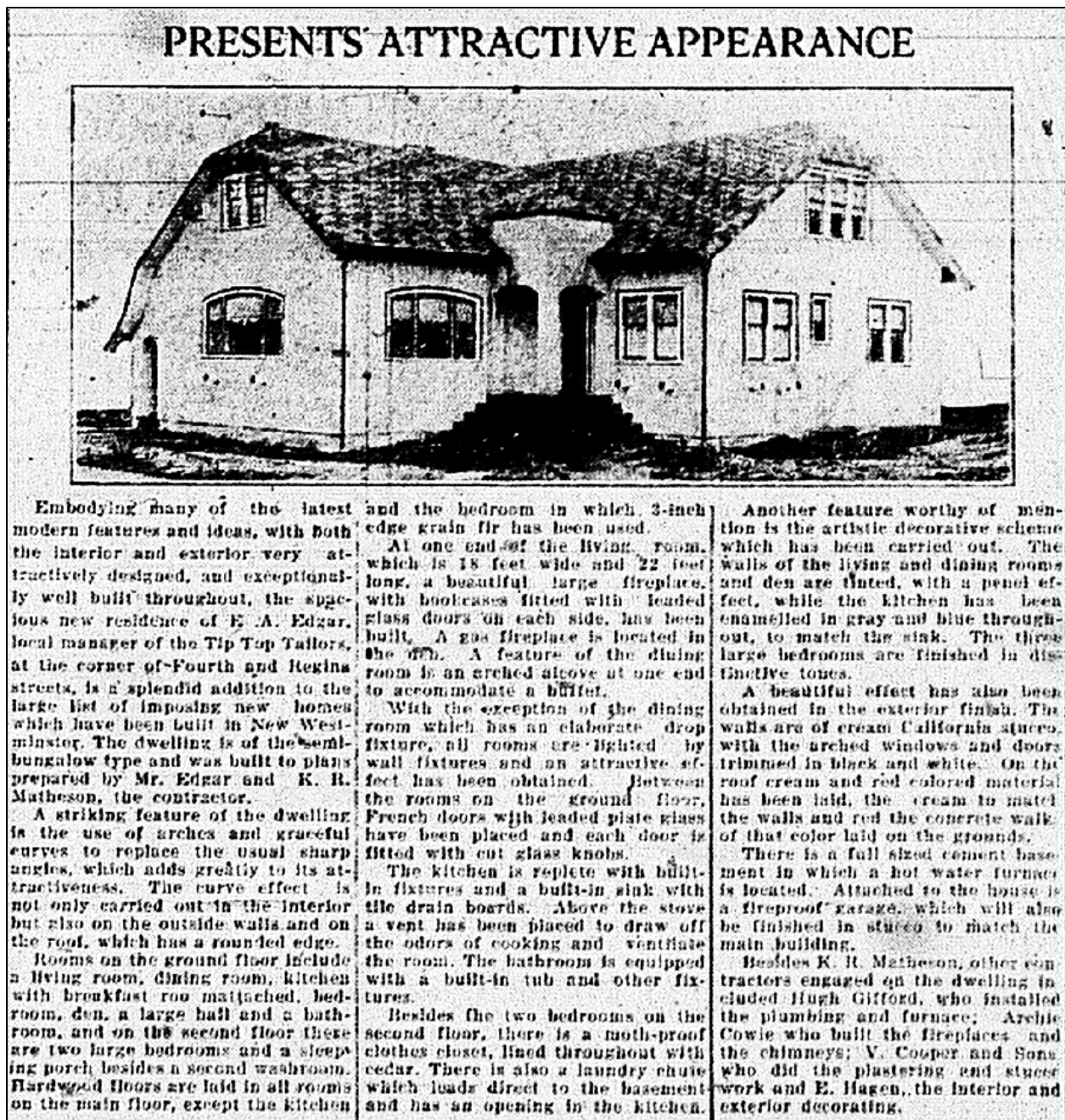


Fig. 8: Newspaper article on 323 Regina Street. (Source: The British Columbian, October 8, 1928, p. 7)

From the above newspaper clipping, the elements of particular note include (transcribed here for ease of reading):

- "The spacious new residence of E. A. Edgar, local manager of the Tip Top Tailors, at the corner of Fourth and Regina streets, is a splendid addition to the large list of imposing new homes which have been built in New Westminster."
- "The dwelling is of the semi-bungalow type and was built to plans prepared by Mr. Edgar and K.R. Matheson, the contractor."
- "A striking feature of the dwelling is the use of arches and graceful curves to replace the usual sharp angles, which adds greatly to its attractiveness. The curve effect is not only carried out in the interior, but also on the outside walls and on the roof, which has a rounded edge."



- "A beautiful affect has also been obtained in the exterior finish. The walls are of cream California stucco with the arched windows and doors trimmed in black and white. On the roof cream and red colored material has been laid, the cream to match the walls and red the concrete walk of that color laid on the grounds."
- "Attached to the house is a fireproof garage, which will also be finished in stucco to match the main building."
- "Besides K.R. Matheson, other contractors engaged on the dwelling included Hugh Gifford, who installed the plumbing and furnace; Archie Cowie who built the fireplaces and the chimneys; V. Cooper and Sons who did the plastering and stucco work and E. Hagen, the interior and exterior decorating."

The design of this house has elements of the English Storybook tradition, however, it most closely resembles the French Storybook style, which are typically "small and whimsical...with hipped or side-gabled roofs and a projecting living room wing (under an L-shaped roof, in some cases), with a turret tucked into the L and forming a shelter over the front door... Windows may have arched tops, and an arched, quoined opening in the turret may frame the front door. Their cladding is coloured stucco. Roof edges may be rolled as in the English Storybook Style" (VHF). This style, along with the English Storybook style, "emerged in North America after WWI. Soldiers returning from European battlefields brought with them a familiarity with architectural styles. Among these were French farmhouses and castles. Builders translated elements of these traditional buildings into practical cottages. After a period of upheaval, the value of the picturesque and the traditional increased following the war. This contributed to the development of the French Storybook style, with its quaint tower and European flair" (*ibid.*). Its catslide and jerkinhead roof connects to the English Storybook style as well (VHF).

323 Regina Street was recognized in the 1980s as having heritage significance and added to the City of New Westminster's Heritage Resource Inventory, being photographed and described as follows (Fig. 9). These elements have persisted and directly influence the site's Statement of Significance, outlined in the following section.

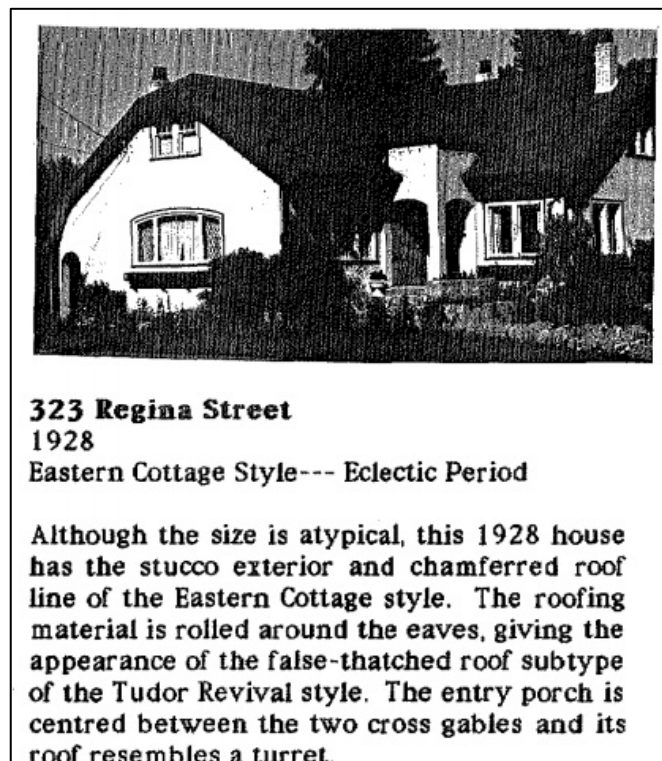


Fig. 9: Heritage inventory photograph and description of 323 Regina Street. (Source: Sleath 1989, p. 177)

### 3.0 Statement of Significance

The following is the Statement of Significance of Edgar House at 323 Regina Street.

#### 3.1 Description of Historic Place

This historic place, Edgar House, is a Storybook style Cottage with a jerkinhead roof. It is a one and a half storey, stuccoed, wood-frame construction with concrete foundation. The entry porch is centred between its two cross gables and the roof over the entrance resembles a turret. The house sits on a prominent corner lot, stretching the length of 4<sup>th</sup> street from Regina Street to Sydney Street in the Queen's Park neighbourhood.

#### 3.2 Heritage Value of Historic Place

Edgar House at 323 Regina Street has heritage value for its aesthetic and historic significance. Aesthetically, this house is an eye-catching, intact example of a Storybook style dwelling, with elements from both the French and English traditions. Its connection to the French Storybook style is seen in its various characteristic features, including: its L-shape and centred turret over its arched front entryway. Its connection to the English Storybook style is seen in elements such as its jerkinhead roof, as well as its low, sloping roof (its catslide) on its western corner. Shared elements of both Storybook styles include its rolled roofline giving it a false-thatched roof appearance, its stucco cladding, its asymmetrical design and its arched windows and doors. It was showcased in a 1928 newspaper article as a unique and attractive structure; a fact that still holds true today. Its uniqueness in the landscape contributes to this place's significance.

This house also has historic significance being among a rare stock of interwar period developments in the Queen's Park neighbourhood, being just shy of the decline that came with the Great Depression a year after its construction. It was built in 1928 with the help and input of various contractors and craftsman, named in the aforementioned article about the property. These individuals included the well-known and well-respected builder K.R. Matheson, as well as Hugh Gifford (for the plumbing and furnace), Archie Cowie (for its fireplaces and chimneys), V. Cooper and Sons (for the plastering and stucco work) and E. Hagen, (for the interior and exterior decorating). This house's namesake, Elmer Edgar, is also representative of the middle-class individuals working in New Westminster for the community, as he was the Manager of the local Tip Top Tailor's New Westminster branch. Tip Top Tailors is a Canadian company, founded in Toronto, that has been around since 1909.

#### 3.3 Character Defining Elements

Key elements that define the heritage character of Edgar House at 323 Regina Street include:

- Its location in the Queen's Park neighbourhood.
- Its residential form, scale and massing as expressed by its one and a half storey height.
- Its jerkinhead roof and rolled shingles, imitating thatching, as well as its flared catslide on the western corner of its roof, connecting to the English Storybook style.
- Its French Storybook style elements as represented by its asymmetry and its L-shaped massing with a turret tucked in the 'L' forming a shelter over the front door.
- Its arched windows, doorways and doors.
- Its numerous wood windows featured on all sides of the house, in various sizes and configurations (some double-hung, some divided-light, some quarreled with diamond patterned panes, etc.)
- Its stuccoed exterior.

#### 4.0 Research Findings

Neighbourhood: Queen's Park

Address & Postal Code: 323 Regina Street, V3L 1S8

Folio & PID: 08514000 & 013-593-285

Legal Description: Lot 12; Suburban Block 10 of Lot 4; New West District; Plan NWP2620

Zoning: Single Detached/RS-4

Builder & Date of completion: K.R. Matheson in 1928

Original Owner & Water Connection Connector and Year: Elmer A. Edgar & E.A. Edgar on July 14, 1928

The following tables are a consolidated summary of the residents of 323 Regina Street, as determined from the available city directories for New Westminster, as well as a list of the construction dates of the surrounding properties, illustrating the range of ages to this section of the street (visualized in Fig. 10).

Table 1: Consolidated list of the occupants of 323 Regina Street from the available city directories (Source: Vancouver Public Library, 1928 to 1955; and New Westminster Archives, 1970, 1979, 1985, 1991, 1992, 1998)

Year(s)	Name(s)	Occupation (if listed)
1928 – 1945	Elmer A. Edgar (Elverie B.)	Branch Manager, Tip Top Tailor
1946 – 1955	R. Gordon Quennell (Marion L.)	Retired
1970	Elliot E Nelles	Not listed
1979	Joyce M. Hall/Kath Hall	Not listed
1985 – 1998	R. T. Hall	Not listed

Table 2: Consolidated list of the construction dates for the properties surrounding 323 Regina Street, New Westminster, BC. (Source: BC Assessment)

Address	Year Built	Configuration
512 Third Street	1907	3 bedrooms, 2 baths
520 Third Street	1941	5 bedrooms, 3 baths
305 Regina Street	1910	3 bedrooms, 3 baths
308 Regina Street	1911	5 bedrooms, 3 baths
309 Regina Street	1936	2 bedrooms, 1 bath
310 Regina Street	1909	5 bedrooms, 2 baths
311 Regina Street	1939	2 bedrooms, 1 bath
313 Regina Street	1939	4 bedrooms, 2 baths
314 Regina Street	2000	4 bedrooms, 5 baths
316 Regina Street	1998	4 bedrooms, 3 baths
317 Regina Street	1936	4 bedrooms, 2 baths
319 Regina Street	1893	4 bedrooms, 3 baths
<b>323 Regina Street</b>	<b>1928</b>	<b>4 bedrooms, 2 baths</b>
514 Fourth Street	1926	4 bedrooms, 2 baths
515 Fourth Street	1940	3 bedrooms, 2 baths
516 Fourth Street	1911	4 bedrooms, 3 baths
518 Fourth Street	1973	3 bedrooms, 3 baths
520 Fourth Street	1912	5 bedrooms, 3 baths
526 Fourth Street	1913	5 bedrooms, 3 baths
528 Fourth Street	2012	3 bedrooms, 4 baths
402 Sixth Avenue	1915	4 bedrooms, 3 baths
322 Sixth Avenue	1921	6 bedrooms, 4 baths
318 Sixth Avenue	1912	4 bedrooms, 3 baths
316 Sixth Avenue	1924	3 bedrooms, 2 baths
310 Sixth Avenue	1908	4 bedrooms, 1 bath
306 Sixth Avenue	1911	2 bedrooms, 3 baths



Fig. 10: Map of the area surrounding 323 Regina Street, outlined in blue, with the construction years listed for the buildings in the immediate vicinity of the study site. Note the range of years. (Source: BC Assessment)

In summary, there are 26 houses along this section of Regina Street, 4<sup>th</sup> Street and Sixth Avenue. As a point of reference for understanding the surrounding neighbourhood and streetscape, their time periods breakdown as follows:

- 4% were built in the 1890s (1 out of 26)
- 12% were built in the 1900s (3 out of 26);
- 31% from the 1910s (8 out of 26);
- 15% from the 1920s (4 out of 26);
- 15% from the 1930s (4 out of 26);
- 8% from the 1940s (2 out of 26);
- None from the 1950s nor the 1960s;
- 4% from the 1970s (1 out of 26);
- None from the 1980s;
- 4% from the 1990s (1 out of 26); and
- 8% from the 21<sup>st</sup> century (2 out of 26).

#### 4.1 Researcher's Note

In researching the captioned study site, Edgar House, it has been interesting and surprising to note that it is not included in the Queen's Park Heritage Conservation Area (HCA). On account of its heritage value – specifically, its aesthetic value as a somewhat rare and intact example of the whimsical Storybook style and its historical significance as an interwar pre-Great Depression development built by well-known tradesmen for a prominent Queen's Park family (in fact, already recognized in the HCA with their property at 415 Third Street (NWA 2004)) – it is unclear why this Edgar property at 323 Regina Street was omitted from the HCA. This seemed an important aspect to note amongst the site's research findings.

## 5.0 Archival Photographs

Unfortunately, no other historical photographs of the property were available beyond the 1928 newspaper article (Fig. 11) and the accompanying photograph of the 1989 heritage inventory description (Fig. 12). It is interesting to note the few changes to the property, such as the addition of a window box on the front window, which was apparently done shortly after the house was built in 1928 by a local ironworker. Other changes of note are the switch of the front entry staircase from being double-sided to single-sided and the addition of a chimney on the southeast corner, which has since been removed.



Fig. 11: Historical photograph of 323 Regina Street, 1928, extracted from the newspaper article on the property. (Source: The British Columbian, October 8, 1928, p. 7)



Fig. 12: Historical photograph of 323 Regina Street, 1989, taken from Volume 2 of the Heritage Resource Inventory. Note the largely similar look and condition of the property, with only minor changes, such as the addition of a window box on the front window, the change of the front entry staircase from being double-sided to being single-sided and the addition of another chimney, which has since been removed (please see the red arrows pinpointing these changed areas). (Source: Sleath 1989, p. 177)



## 6.0 Current Photographs



Fig. 13: Southern corner view of Edgar House at 323 Regina Street, 2020. (Source: Holisko)



Fig. 14: Eastern corner view of Edgar House at 323 Regina Street, 2020. (Source: Holisko)





Fig. 15: Northeastern side of Edgar House at 323 Regina Street, BC, 2020. (Source: Holisko)



Fig. 16: Northwestern side of Edgar House at 323 Regina Street, 2020. (Source: Holisko)



## 7.0 Conservation Objectives

Edgar House at 323 Regina Street will be preserved as part of a Heritage Revitalization Agreement in order to build a laneway house on their large lot and stratify their property. The proposed changes do not affect the Heritage Values nor the Character Defining Elements of this historic place.

A number of changes and some restoration work has already taken place to this historic place. For a comparison view of the work already completed, please refer to Figs. 17a and 17b below, from 2019 and 2020 respectively.



Figs. 17a and 17b: Comparative views of Edgar House at 323 Regina Street, 2019 (top) and 2020 (bottom), illustrating the various work done on site, listed in full on the following page. (Sources: Vallee (top) and Holisko)



For record purposes, work done is catalogued and summarized here, based on the information provided by the current owners:

- A similarly pitched jerkinhead roof was put over the deck on the northern side of the property, without the rolling eaves featured on the heritage building, presumably to follow Standard 11 of the Canadian *Standards and Guidelines*, to ensure its distinguishability as a new addition.
- The character-defining catslide on the western corner was repaired and restored, while being better revealed in moving the fence and installing a privacy gate.
- A small mudroom was added to the northern corner of the property, re-purposing one of the original windows that had to be removed from the kitchen.
- A deck and patio were added on the eastern corner of the property, along with a wrought iron fence, in a similar look to the window box ironwork that was added to the house shortly after it was built.
- An additional window box was also added to the south face of the property to match the one from the front.
- A set of windows from the south face of the house were re-purposed on site and replaced by wooden French doors, providing an egress point and access to the newly added south side deck and patio.
- One original window was badly water damaged and unsalvageable.
- The two small dormers along the northeastern, back side of the roof were combined into one longer one.
- Vinyl windows were installed in the two bathrooms and laundry room, along the northeastern, back side of the house with low visibility from the street. This is deemed an acceptable change on account of the minimal visual impact to the streetscape, since they are not visible from the street.
- The upper floor wood windows, facing Regina Street and Sydney Lane were replaced in-kind, with replica wood windows. The windows facing Fourth Street were not replaced and are still original.
- Areas of the stucco wall were also damaged and needed extensive patching, particularly around the front entrance and the side facing Fourth Street.
- The perimeter drain was replaced and at that time (as visible in the comparative photographs) a lot of landscaping was removed from the site, both from surrounding the house as well as from the corner portion of the hedge along Regina Street. This was to allow a clearer view of the house's front entrance, making it more accessible and visible, since the front entry largely faces Fourth Street, despite its address technically being Regina Street. The hedge was only partially removed to maintain some privacy for the new side patio on the eastern corner of the property.
- At this time, all of the drainage gutters and downspouts were replaced.
- The later-addition chimney located on the south corner of the house was removed.
- The later-addition blue awnings over the various windows were also removed.
- The house's original colour scheme (based on the 1928 newspaper article on the property) was restored.

**Preservation, Restoration and Rehabilitation** were and are the conservation objectives for the building. As defined by the *Standards and Guidelines for the Conservation of Historic Places in Canada* (2<sup>nd</sup> edition):

*Preservation:* The action or process of protecting, maintaining and/or stabilizing the existing materials, form and integrity of an historic place or of an individual component, while protecting its heritage value.

*Restoration:* The action or process of accurately revealing, recovering or representing the state of a historic place or of an individual component, as it appeared at a particular period in its history, while protecting its heritage value.

*Rehabilitation:* The action or process of making possible a continuing or compatible contemporary use of an historic place or of an individual component, through repair, alterations, and/or additions, while protecting its heritage value.

(Canada's Historic Places 2010, p. 255)

The conservation of Edgar House is focused on the preservation of the heritage house, including its various characteristic elements; restoration of its historical paint scheme; and rehabilitation of the front door and chimney. The following table summarizes the specific elements of Edgar House to be preserved, restored and rehabilitated (Table 3).

Table 3: Consolidated lists of the elements of Edgar House that are to be preserved, restored and rehabilitated. Note some have already been achieved

Preserved	Restored	Rehabilitated
Overall structure, including its form, scale and massing	Overall paint scheme	Front door
Rooflines		Chimney mortar
Stucco cladding		
All remaining original wood windows		

## 8.0 Building Description

Edgar House is a Storybook style Cottage, with elements from both the French and English traditions. It is a one and a half storey, stuccoed, wood-frame construction with concrete foundation. It is an L-shaped structure with a jerkinhead roof and rolled shingles, giving it a false-thatched look, as well as a flared catslide on its western corner roof. It has an elongated dormer on the northeast side of its roof (previously two dormers that have been combined). The entry porch is centred between its two cross gables and the roof over the arched entrance resembles a turret. It has numerous arched windows, doorways and doors as well as a range of wood windows on all sides of the house, in various sizes and configurations (some double-hung, some divided-light, some quarreled with diamond patterned panes, etc.). The site features a garage off of the north corner of the house in a similar look and style to the main property. The house sits on a prominent corner lot, stretching the length of 4<sup>th</sup> street from Regina Street to Sydney Street in the Queen's Park neighbourhood. It is one of the few 1920s houses remaining in the Queen's Park neighbourhood.

## 9.0 Condition Assessment

Overall, the exterior of Edgar House at 323 Regina Street appears to be in good to very good condition, based on the available exterior photographs. As outlined below there are just a few areas in need of minor attention.

### 9.1 Structure and Foundations

Overall, the condition of the walls and building envelope of Edgar House, from roof to foundation, appears to be good and having aged well. In particular, there are no major cracks visible in either the stuccoed walls or foundation. One small area of concern is the stone front steps that appear they could benefit from some minor cleaning and maintenance (Fig. 18) such as to remove moss/algae growth.



Fig. 18: Front stone steps and planter of Edgar House at 323 Regina Street, 2020, illustrating the minor maintenance concerns, such as moss growth and other plants growing between the stone slabs. (Source: Holisko)

## 9.2 Wood Elements

The visible, exterior wood elements, such as the doors, door frames, roof fascia and windows are, for the most part, in good condition. Any signs of deterioration are largely cosmetic, as illustrated and discussed further in the relevant sections below. Please note an internal inspection was not conducted to inspect the internal timber elements.

## 9.3 Roofing and Waterworks

The roof is in very good condition, overall (Figs. 19 and 20). It is difficult to determine the condition of the waterworks system from photographs, however, it is understood that these were recently replaced (with rounded aluminium ones to resemble the older more traditional style) and should therefore be in good working order. They should be checked regularly to ensure their continued efficient functioning.



Fig. 19: Front view of Edgar House at 323 Regina Street, 2020, illustrating the good condition of its roof. (Source: Holisko)



Fig. 20: Back view of Edgar House at 323 Regina Street, 2020, illustrating the good condition of its roof. (Source: Holisko)

#### 9.4 Chimney

There is a chimney on the house, along its northwestern side (see Fig. 20 above), and it seems to be in largely good condition, with an intact chimney cap (Fig. 21a). It is worth noting that there are some signs of deterioration and loss of mortar, particularly in the areas that appear dark between the bricks (along the left side of Fig. 21b). The top of the chimney also appears that it could benefit from some cleaning and maintenance.



Figs. 21a and 21b: Fig. 21a (left) shows a detail shot of the Edgar House chimney, highlighting its largely good condition. Fig. 21b (right) shows a closer view of the chimney stack, showing some signs of deteriorating mortar and areas in need of cleaning (pinpointed by red arrows). (Sources: Holisko)

## 9.5 Windows and Doors

Some of the windows of the house have been replaced (or repurposed on site), although many are still original and, considering the age of the building, these intact windows and doors are in good to very good condition (as visible in Figs. 13 and 14 above and Fig. 22 below).



Fig. 22: The back deck of Edgar House at 323 Regina Street, 2020, illustrating the good condition of its original windows, with diamond patterned panes. (Source: Holisko)

Otherwise, the only other condition concern with regards to the windows and doors is with the front door, with its faded and splotchy staining (Fig. 23). It is hoped that this is simply a cosmetic concern that can be rectified by sanding and re-staining, although it should be inspected for any signs of rotting prior to any work being done on it.

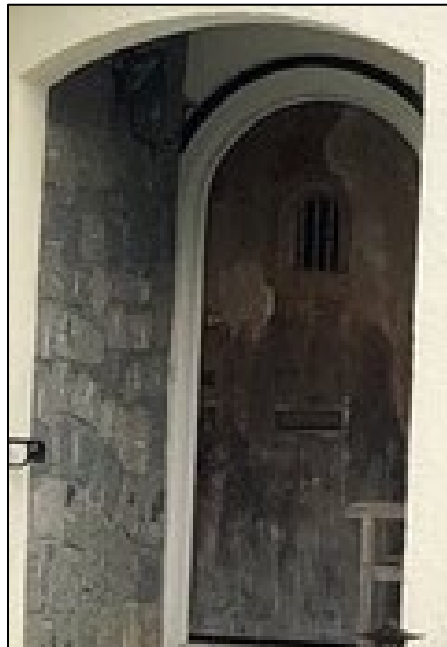


Fig. 23: Detail view of the front door of Edgar House at 323 Regina Street, 2020, illustrating its faded and splotchy staining. (Source: Holisko)

## 9.6 Cladding and Trimwork

As mentioned above, the stucco exterior appears to be in good condition, with no major issues identified, having been recently patched and restored. As for the trimwork, as discussed in the relevant sections above, these are also in very good shape.

## 9.7 Finishes

The finishes of the house are in good condition, having just recently been repainted to the historical colour scheme outlined in the 1928 newspaper article on the property and catalogued in section 10.7 below.

## 9.8 Landscaping

The landscaping on site is good, overall, with minimal landscaping growth near the structure and many plantings in pots, which helps to minimize the impact of roots on the building.

Despite these minor issues and concerns stated above, the overall condition of the property is good to very good. The owners should be commended for taking such good care of their property.

## 10.0 Recommended Conservation Procedures

### 10.1 Structure and Foundations – **Preservation**

- The main one and a half storey structure will be **preserved**.

### 10.2 Wood Elements – **Preservation**

- As addressed in greater detail in the relevant sections below, the wood elements will be **preserved**.

### 10.3 Roofing and Waterworks – **Preservation**

- The roofing and waterworks should be **preserved**, and regularly monitored and maintained to ensure their ongoing good condition.

### 10.4 Chimney – **Preservation** and **Rehabilitation**

- The chimney should be **preserved**, and **rehabilitated**, as needed. This should include regular monitoring and repointing by certified professionals, to avoid it needing to be rebuilt entirely down the road.
- Although certainly not recommended, if, overtime, it does degrade to the point of needing rebuilding, it should be dismantled to the roofline, the bricks should be cleaned and then re-used to rebuild the chimney with its original bricks, as much as possible.

### 10.5 Windows and Doors – **Preservation** and **Rehabilitation**

- The arched front door should be carefully **rehabilitated** (sanded down and re-stained) and **preserved**.
- All remaining original wood windows should be **preserved**.



- If there are concerns with regards to the performance of the original windows, an immediate measure to allow for better protection of them (while address heating and sound issues), is to install exterior wood storm windows on them. This would be the best conservation approach for their long-term preservation, if so desired, however, this is not a requirement.
- If this route is taken, the proposed storm windows should be traditional wood storm windows: Single pane, single light and of similar sash dimension to the window sash itself, to minimise the visual impact on the building and to allow the windows to continue to be visible on the exterior. They should be painted the same colour as the current. Dimensions should be the same as the window sash as per the proposed, historically appropriate colour scheme already used (and captured below). This is a reversible measure that would immediately benefit the building, providing greater protection to the house and improving its performance in relation to temperature control, energy efficiency and also from a noise perspective.

#### 10.6 Cladding and Trimwork – **Preservation**

- The stucco should be **preserved**.
- The trims should be **preserved**, being monitored and maintained overtime, as needed.

#### 10.7 Finishes – **Preservation**

- The current finish is based on the 1928 newspaper article on the house that describes its colour scheme as follows: “The walls are of cream California stucco with the arched windows and doors trimmed in black and white” (The British Columbian, October 8, 1928, p. 7). The selected colours were VC-1 Oxford Ivory for the body (from the Historical True Colours Palette; VHF 2012); Aura Low Lustre 634 for the white trim; and Regal Soft Gloss K403-80 for the black trim.
- This colour scheme should be **preserved** and maintained.
- For any eventual re-painting, follow Master’s Painters’ Institute, Repainting Manual procedures, including removing loose paint down to next sound layer, clean surface with mild TSP solution with gentlest means possible and rinse with clean water; do not use power-washing.

#### 10.8 Landscaping

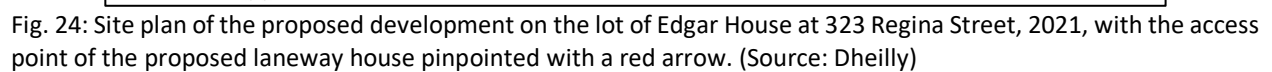
- Any additional landscaping being put in should have a minimum 2-ft clearance between the vegetation and the building face. This is preferable to ensure there is sufficient space from the structure and to remove any threat to the foundation or the building’s finishes over time.

### 11.0 Proposed Alterations and Future Changes

#### 11.1 Proposed Alterations

The major proposed alterations to the property are:

- 1) Building a laneway house on the property (Figs. 24 and 25); and
- 2) Stratifying the property.





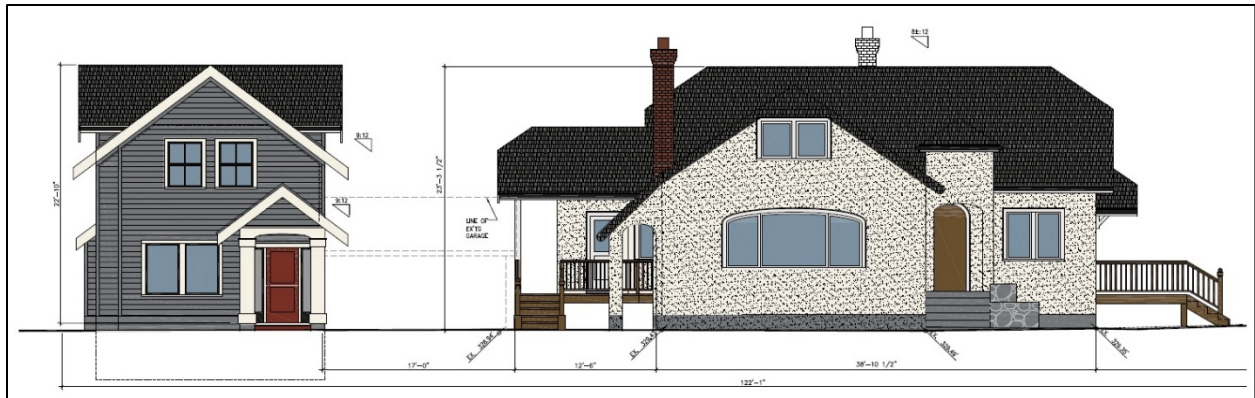


Fig. 25: Elevation from Fourth Street of Edgar House (on the right) and its proposed laneway house (on the left), 2021. (Source: Dheilly)

The proposed changes are considered a reasonable intervention given generally accepted conservation standards, rehabilitation needs and site conditions, in particular its large lot size. These proposed changes do not affect the Heritage Values and Character Defining Elements of the building.

## 11.2 Future Changes

Any future changes to the building's configuration, particularly any additions, should be carefully considered for minimal effect on the Heritage Values as embodied in the Character Defining Elements (CDEs) listed in the building's Statement of Significance (section 3.0 above).

## 12.0 Maintenance Plan

Following completion of the outlined conservation work, the owner must maintain the building and land in good repair and in accordance with generally accepted maintenance standards. All work should follow the *Standards and Guidelines for the Conservation of Historic Places in Canada (2<sup>nd</sup> Edition)*. The Local Government determines the acceptable level or condition to which the heritage building is maintained through the *Heritage Maintenance Bylaw* (CCNW 2018). As with the Heritage Conservation Plan, the maintenance standards apply only to the exterior of the building.

As general upkeep is frequently overlooked and will lead to the deterioration of heritage resources, maintenance standards warrant special attention to help to extend the physical life of a heritage asset. Any building should be kept in a reasonable condition so that it continues to function properly without incurring major expenses to repair deterioration due to neglect. The most frequent source of deterioration problems is from poorly maintained roofs, rainwater works and destructive pests.

It is important to establish a maintenance plan using the information below:

### 12.1 Maintenance Checklist

#### a. Site

- Ensure site runoff drainage is directed away from the building.
- Maintain a minimum 2-ft clearance between vegetation and building face and a 12-inch-wide gravel strip against the foundation in planted areas, if possible.
- Do not permit vegetation (such as vines) to attach to the building.

b. Foundation

- Review exterior and interior foundations, where visible, for signs of undue settlement, deformation or cracking.
- If encountered, seek advice from a professional Engineer, immediately.
- Ensure perimeter drainage piping is functional.
- Arrange a professional drainage inspection every three to five years.

c. Wood Elements

- Maintaining integrity of the exterior wood elements is critical in preventing water ingress into the building. Annual inspection of all wood elements should be conducted.
- Closely inspect highly exposed wood elements for deterioration. Anticipate replacement in kind of these elements every 10 to 15 years.
- Any signs of deterioration should be identified and corrective repair/replacement action carried out. Signs to look for include:
  - Wood in contact with ground or plantings;
  - Excessive cupping, loose knots, cracks or splits;
  - Open wood-to-wood joints or loose/missing fasteners;
  - Attack from biological growth (such as moss or moulds) or infestations (such as carpenter ants);
  - Animal damage or accumulations (such as chewed holes, nesting, or bird/rodent droppings). These should be approached using Hazardous Materials procedures; and
  - Signs of water ingress (such as rot, staining or mould).
- Paint finishes should be inspected every three to five years and expect a full repainting every seven to ten years. Signs to look for include:
  - Bubbling, cracks, crazing, wrinkles, flaking, peeling or powdering; and
  - Excessive fading of colours, especially dark tones.
- Note all repainting should be as per the recommended historic colours in section 10.7 above.

d. Windows and Doors

- Replace cracked or broken glass as it occurs.
- Check satisfactory operation of windows and doors. Poor operation can be a sign of building settlement distorting the frame or sashes or doors may be warped.
- Check condition and operation of hardware for rust or breakage. Lubricate annually.
- Inspect weather stripping for excessive wear and integrity.

e. Roofing and Rainwater Works

- Inspect roof condition every five years, in particular looking for:
  - Loose, split or missing shingles, especially at edges, ridges and hips;
  - Excessive moss growth and/or accumulation of debris from adjacent trees; and
  - Flashings functioning properly to shed water down slope, especially at the chimneys.
- Remove roof debris and moss with gentle sweeping and low-pressure hose.
- Plan for roof replacement at around 18 to 22 years.
- Annually inspect and clean gutters and flush out downspouts. Ensure gutters positively slope to downspouts to ensure there are no leaks or water splashing onto the building.

- Ensure gutter hangers and rainwater system elements are intact and secure.
- Ensure downspouts are inserted into collection piping stub-outs at grade and/or directed away from the building onto concrete splash pads.

f. General Cleaning

- The building exterior should be regularly cleaned depending on build up of atmospheric soot, biological growth and/or dirt up-splash from the ground.
- Cleaning prevents build up of deleterious materials, which can lead to premature and avoidable maintenance problems.
- Windows, doors and rainwater works should be cleaned annually.
- When cleaning always use the gentlest means possible, such as soft bristle brush and low-pressure hose. Use mild cleaner if necessary, such as diluted TSP or Simple Green ©.
- Do not use high-pressure washing as it will lead to excessive damage to finishes, seals, caulking and wood elements and it will drive water in wall assemblies and lead to larger problems.

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### APPENDIX 3

#### CONFIRMATION OF COMMITMENT BY REGISTERED PROFESSIONAL

Date: \_\_\_\_\_

**City of New Westminster**

511 Royal Avenue

New Westminster, BC

V3L 1H9

Attention: Director of Climate Action, Planning and Development

Re: Heritage Revitalization Agreement for 323 Regina Street

The undersigned hereby undertakes to be responsible for field reviews of the construction carried out at the captioned address for compliance with the requirements of Appendix 2 (Conservation Plan) of the Heritage Revitalization Agreement applicable to the property, which the undersigned acknowledges having received and reviewed, and undertakes to notify the City of New Westminster in writing as soon as possible if the undersigned's contract for field review is terminated at any time during construction. This letter is not being provided in connection with Part 2 of the British Columbia Building Code, but in connection only with the requirements of the Heritage Revitalization Agreement.

\_\_\_\_\_  
Registered Professional's Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Signature or Seal

**APPENDIX 4**

**CERTIFICATION OF REGISTERED PROFESSIONAL**

Date: \_\_\_\_\_

**City of New Westminster**

511 Royal Avenue

New Westminster, BC

V3L 1H9

Attention: Director of Climate Action, Planning and Development

Re: Heritage Revitalization Agreement for 323 Regina Street

I hereby give assurance that I have fulfilled my obligations for field review as indicated in my letter to the City of New Westminster dated \_\_\_\_\_ in relation to the captioned property, and that the architectural components of the work comply in all material respects with the requirements of Appendix 2 (Conservation Plan) of the Heritage Revitalization Agreement referred to in that letter. This letter is not being provided in connection with Part 2 of the British Columbia Building Code, but in connection only with the requirements of the Heritage Revitalization Agreement.

\_\_\_\_\_  
Registered Professional's Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone No.

Signature or Seal

**APPENDIX 5**  
**APPROVED PLANS**



PROJECT DATA – 323 REGINA STREET

EXT’G LEGAL DESCRIPTION:	LOT 12 OF LOT 4, SB 10, NWD, PLAN 2620	
CIVIC ADDRESS:	323 REGINA STREET, NEW WESTMINSTER, B.C.	
CURRENT ZONING/ USE:	RS–4 RESIDENTIAL DISTRICT	
	PERMITTED	EXISTING
SITE AREA:	6000 SF MIN.	66.0x122.07=8,056.62 SF
MEAN BLDG. HEIGHT (DATUM: EL: 329.47’)	25.0 FT	17.5 FT
MAXIMUM HEIGHT:	35.0 FT	23.0 FT
SITE COVERAGE:	35% (2,819.8 SF)	20.4% (1,643.4 SF)
SETBACKS OF BUILDING:		
FRONT:	19.0 FT	30.71 FT
REAR:	24.41 FT	44.0 FT
SIDE YARDS:	5.0 FT	W 13.7 FT/E 2.1 FT
FRONT PORCH ENCROACHMENT:	4.0 FT	0.0 FT
BUILDING AREAS:		
UPPER FLOOR AREA:	– SF	1,114.9 SF
MAIN FLOOR AREA:	– SF	1,643.4 SF
BSMT FLOOR AREA:	– SF	684.3 SF
TOTAL FLOOR AREA:	4028.31 SF	3,442.6 SF
FLOOR SPACE RATIO:	0.7	0.43
ATTACHED ACCESSORY:		
SIDE ENTRANCE PORCH:	– SF	33.0 SF
BACK PORCH/DECK:	– SF	219.4 SF
FRONT DECK:	– SF	72 SF
TOTAL FLOOR AREA:	805.6 SF (10%)	324.43 SF (4%)

PROJECT DATA – 571 FOURTH ST INFILL HOUSE

EXT’G LEGAL DESCRIPTION:	LOT 12 OF LOT 4, SB 10, NWD, PLAN 2620	
CIVIC ADDRESS:	571 FOURTH STREET, NEW WESTMINSTER, B.C.	
CURRENT ZONING/ USE:	RS–4 RESIDENTIAL DISTRICT	
ENERGY USAGE:	STEP CODE 3	
	PERMITTED/REQUIRED	PROPOSED
SITE AREA:	6000 SF MIN.	66.0x122.07=8,056.62 SF
MAXIMUM HEIGHT:	23.0 FT	22.5 FT
SITE COVERAGE:	10% (805.6 SF)	8% (642 SF)
SETBACKS OF BUILDING:		
LANE:	3.0 FT	3.0 FT
BETWEEN HOUSES:	16.0 FT	17.0 FT
SIDE YARDS:	6.0 FT	W 11.9 FT/E 23.5 FT
BUILDING AREAS:		
UPPER FLOOR AREA:	– SF	440.0 SF
MAIN FLOOR AREA:	– SF	610.0 SF
BSMT FLOOR AREA:	– SF	370 SF
TOTAL FLOOR AREA:	958 SF	1,420.0 SF
FLOOR SPACE RATIO:	0.12	0.18 *
ATTACHED ACCESSORY:		
FRONT PORCH:	32.0 SF	32.0 SF
CARPORT:	226 SF	222.8 SF
BIKE STORAGE:	32.0 SF	32.0 SF

OVERALL SITE PROJECT DATA

SITE AREA:	66.0 x 122.07 = 8056.62 SF
PROPOSED SITE COVERAGE:	2285.4 SF (28.4%)
PROPOSED TOTAL FSR:	0.60 (4862.6 SF)
PROPOSED EXCLUDING BSMT FSR:	0.47 (3808.3 SF)
PROPOSED PARKING:	2 SPACES PROVIDED



**NANCY G DHEILLY**  
360 SHERBROOKE STREET  
NEW WESTMINSTER, B.C., V3L 3M7  
TEL. 604.526.2503  
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PROJECT TITLE.  
**HERITAGE RESTORATION  
AGREEMENT,  
323 REGINA ST.,  
NEW WESTMINSTER, B.C.**

DRAWING TITLE.  
  
**SITE DATA**

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Note: For all structural information refer to structural drawings.

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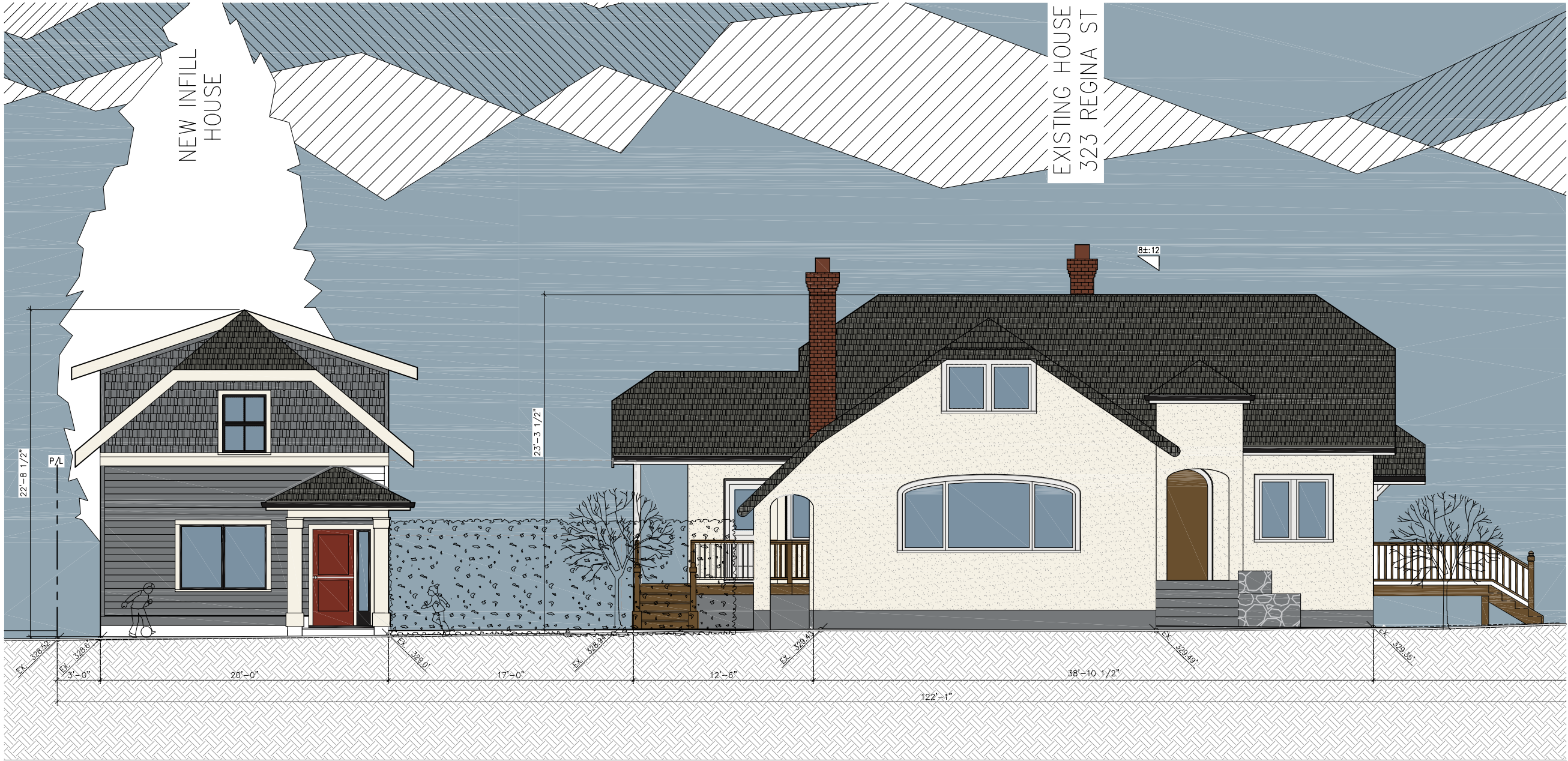
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NOVEMBER 2020	AUG 6, 2021

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PROJECT TITLE.  
**INFILL HOUSE,**  
**323 REGINA ST.,**  
**NEW WESTMINSTER, B.C.**

DRAWING TITLE.  
**4TH STREET**  
**ELEVATION**

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1/8"=1'0"

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**A-0.2**  
Page 54 of 302

1 4TH STREET ELEVATION  
— SCALE: 1/8" = 1'-0"



MATERIALS KEY	
A	ASPHALT ROOF SHINGLES
B	IKO HARVARD SLATE
C	RESTORED WOOD FRAME WINDOWS GLOSS BLACK
D	RESTORED ROOF AND WINDOW TRIMS & PORCH DETAILS
E	AURA LOW LUSTRE 634-1 WHITE
F	RESTORED STUCCO VC-1 OXFORD IVORY
G	EXISTING GRANITE
H	GUTTER AND DOWNSPOUTS BLACK
I	NEW WOOD FRAME WINDOWS GLOSS BLACK
J	NEW ROOF AND WINDOW TRIMS & PORCH DETAILS
K	AURA LOW LUSTRE 634-1 WHITE
L	NATURAL CEDAR
M	NEW WHITE VINYL WINDOWS
N	SEE WINDOW SCHEDULE ON A-1.9



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PROJECT TITLE.  
**HERITAGE HOUSE,**  
**323 REGINA ST.,**  
**NEW WESTMINSTER, B.C.**

DRAWING TITLE.  
**4TH ST (WEST)**  
**ELEVATION**

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3/16"=1'0"

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**A-1.5**

1 4TH ST (WEST) ELEVATION  
— SCALE: 3/16" = 1'-0"



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PROJECT TITLE.

**HERITAGE HOUSE,  
323 REGINA ST.,  
NEW WESTMINSTER, B.C.**

DRAWING TITLE.

**REGINA (SOUTH)  
ELEVATION**

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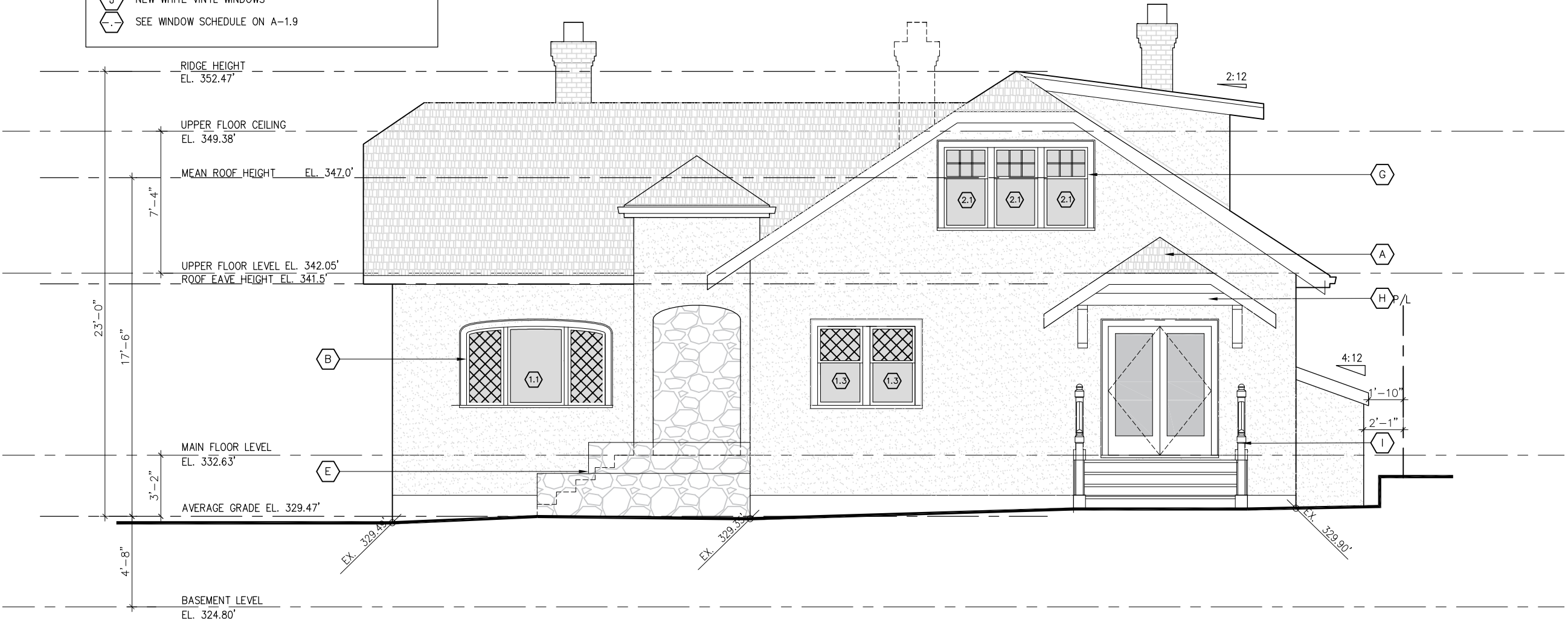
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**A-1.6**

**MATERIALS    KEY**

- A ASPHALT ROOF SHINGLES  
IKO HARVARD SLATE
- B RESTORED WOOD FRAME WINDOWS GLOSS BLACK
- C RESTORED ROOF AND WINDOW TRIMS & PORCH DETAILS  
AURA LOW LUSTRE 634-1 WHITE
- D RESTORED STUCCO VC-1 OXFORD IVORY
- E EXISTING GRANITE
- F GUTTER AND DOWNSPOUTS BLACK
- G NEW WOOD FRAME WINDOWS GLOSS BLACK
- H NEW ROOF AND WINDOW TRIMS & PORCH DETAILS  
AURA LOW LUSTRE 634-1 WHITE
- I NATURAL CEDAR
- J NEW WHITE VINYL WINDOWS
- SEE WINDOW SCHEDULE ON A-1.9



**1** REGINA (SOUTH) ELEVATION  
— SCALE: 3/16" = 1'-0"





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PROJECT TITLE.  
**HERITAGE HOUSE,**  
323 REGINA ST.,  
NEW WESTMINSTER, B.C.

DRAWING TITLE.  
**NORTH  
ELEVATION**

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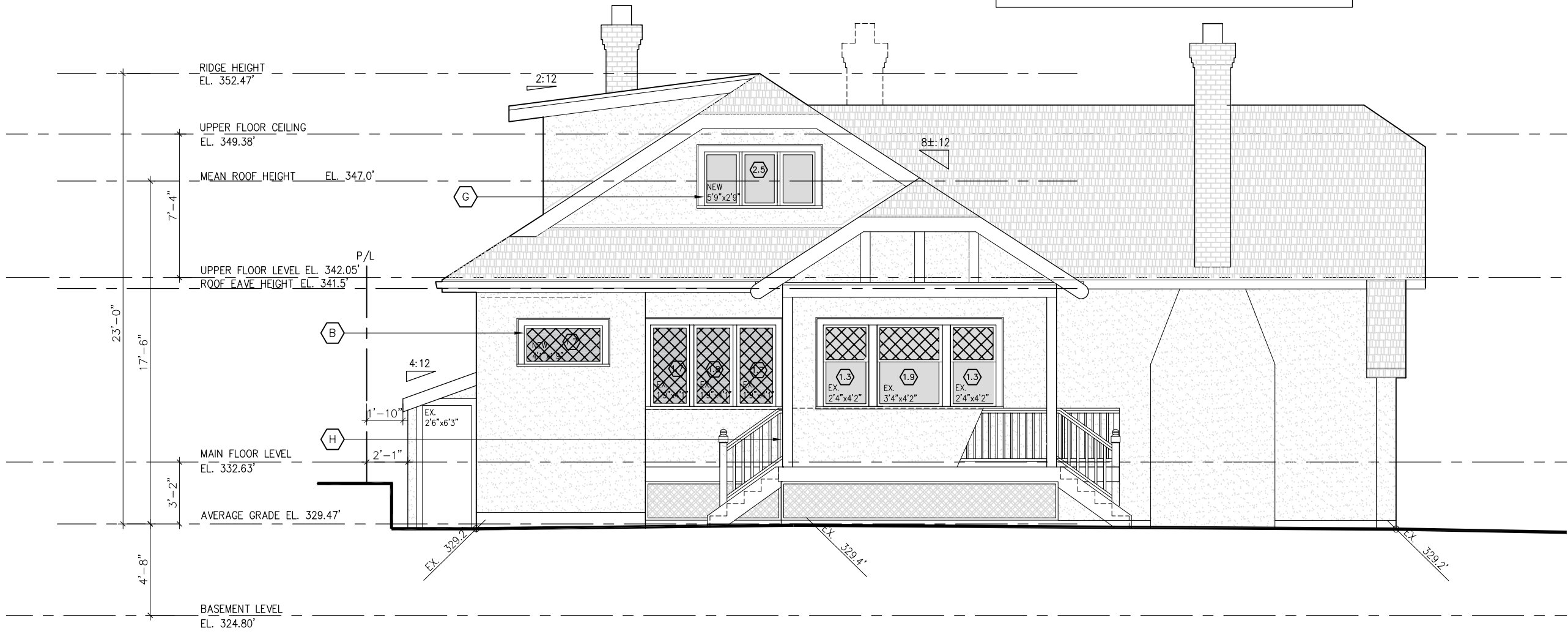
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# A-1.7

## MATERIALS KEY

- A ASPHALT ROOF SHINGLES  
IKO HARVARD SLATE
- B RESTORED WOOD FRAME WINDOWS GLOSS BLACK
- C RESTORED ROOF AND WINDOW TRIMS & PORCH DETAILS  
AURA LOW LUSTRE 634-1 WHITE
- D RESTORED STUCCO VC-1 OXFORD IVORY
- E EXISTING GRANITE
- F GUTTER AND DOWNSPOUTS BLACK
- G NEW WOOD FRAME WINDOWS GLOSS BLACK
- H NEW ROOF AND WINDOW TRIMS & PORCH DETAILS  
AURA LOW LUSTRE 634-1 WHITE
- I NATURAL CEDAR
- J NEW WHITE VINYL WINDOWS
- SEE WINDOW SCHEDULE ON A-1.9



**1** NORTH ELEVATION  
— SCALE: 3/16" = 1'-0"





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PROJECT TITLE.

**HERITAGE HOUSE,**  
**323 REGINA ST.,**  
**NEW WESTMINSTER, B.C.**

DRAWING TITLE.

**EAST**  
**ELEVATION**

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**NANCY G DHEILLY**

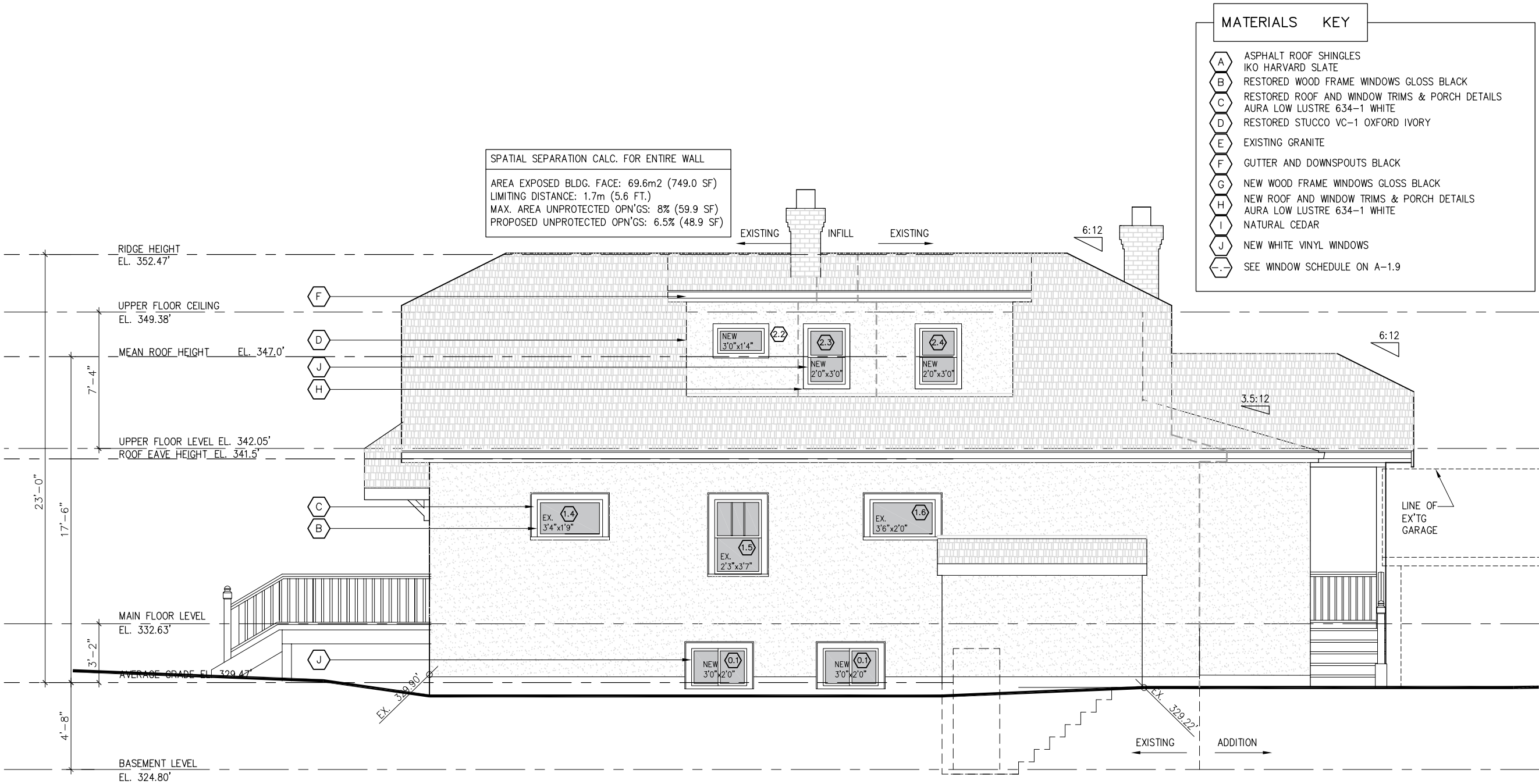
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19-254

DATE.                      REVISED.  
NOVEMBER 2020      AUG 6, 2021

SCALE.  
3/16"=1'0"

DRAWING NO.

**A-1.8**



**1** EAST ELEVATION  
— SCALE: 3/16" = 1'-0"



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PROJECT TITLE.

HERITAGE HOUSE,  
323 REGINA ST.,  
NEW WESTMINSTER, B.C.

DRAWING TITLE.

WINDOW  
SCHEDULE

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19-254

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NOVEMBER 2020      AUG 6, 2021

SCALE.  
NTS

DRAWING NO.

A-1.9

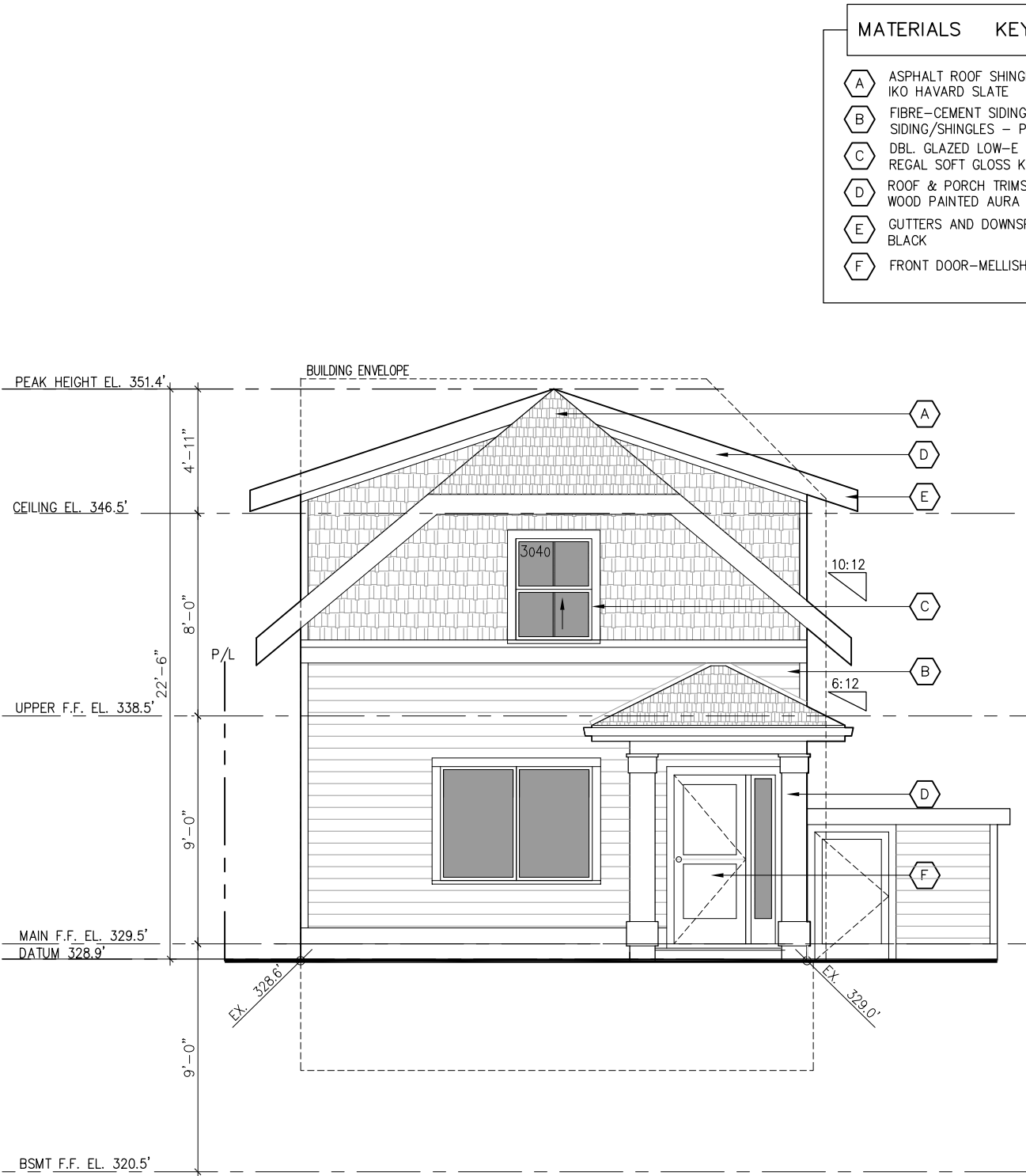
WINDOW SCHEDULE				
MARK	LOCATION	SIZE	DESCRIPTION	REMARKS
0.1	BASEMENT	3'-0"X2'-0"	SLIDING	NEW, VINYL
1.0	LIVING ROOM	10'-0"X4'-2"	FIXED	EX, WOODEN ARCHED WINDOW, W/LEADED GLASS SIDE PANELS AND CENTRAL PICTURE PANEL
1.1	LIVING ROOM	7'-3"X4'-2"	CASEMENT, FIXED, FIXED	EX, WOODEN ARCHED WINDOW, W/LEADED GLASS SIDE PANELS AND CENTRAL PICTURE PANEL
1.2	DEN	2'-4"X4'-2"	FIXED	EXISTING, WOODEN WITH LEADED GLASS
1.3	DEN, DINING ROOM	2'-4"X4'-2"	DOUBLE HUNG	EXISTING, WOODEN-LEADED GLASS UPPER PANEL (REUSE BDRM WINDOW FOR DEN)
1.4	BEDROOM	3'-4"X1'-9"	AWNING	EXISTING WOODEN WINDOW
1.5	BATHROOM	2'-3"X3'-7"	DOUBLE HUNG	EXISTING WOODEN, WITH OBSCURE GLASS IN LOWER PANEL, UPPER TRUE DIVIDED LITE.
1.6	KITCHEN	3'-6"X2'-0"	FIXED-STAINED GLASS	EXISTING WOODEN WINDOW WITH STAINED GLASS
1.7	MUDROOM, NOOK	1'-9"X4'-0"	FIXED-LEADED GLASS	EXISTING WOODEN WINDOW (REUSE NOOK WINDOW FOR MUDROOM)
1.8	NOOK	1'-9"X4'-0"	CASEMENT-LEADED GLASS	EXISTING WOODEN WINDOW
1.9	DINING ROOM	3'-4"X4'-2"	DOUBLE HUNG	EXISTING, WOODEN-LEADED GLASS UPPER PANEL
2.0	BEDROOM	2'-4"X3'-2"	DOUBLE HUNG	EXISTING, WOODEN-UPPER PANEL W/TRUE DIVIDED LITES
2.1	BEDROOM	2'-0"X4'-2"	DOUBLE HUNG	NEW, WOODEN-UPPER PANEL W/ TRUE DIVIDED LITES
2.2	BATH	3'-0"X1'-4"	AWNING	NEW, VINYL
2.3	BATH	2'-0"X3'-0"	SINGLE HUNG	NEW, VINYL, LOWER PANEL OBSCURE GLASS
2.4	LAUNDRY	2'-0"X3'-0"	SINGLE HUNG	NEW, VINYL
2.5	BEDROOM	5'-9"X2'-9"	CASEMENT, FIXED, CASEMENT	NEW, WOODEN

1

—

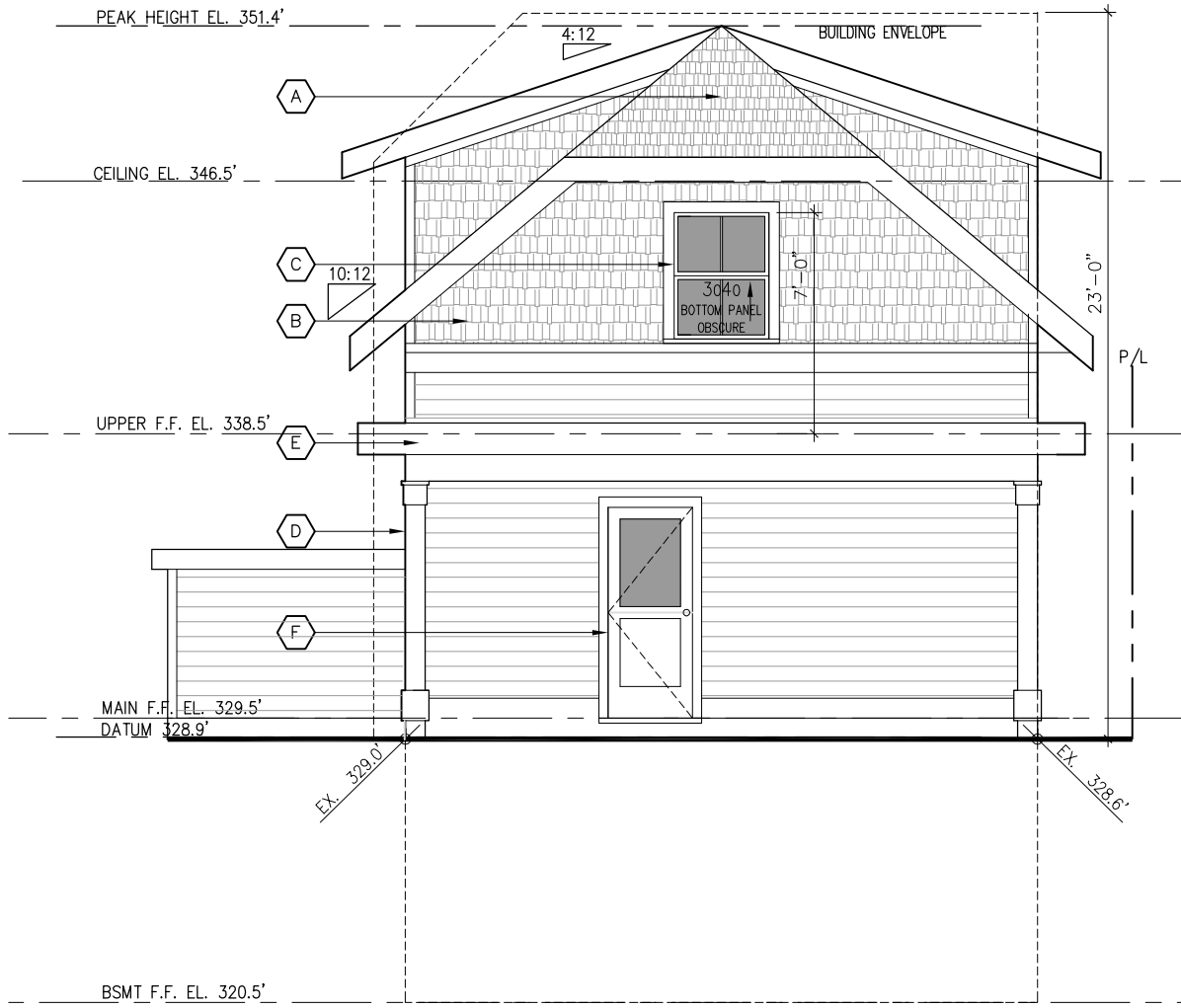
WINDOW SCHEDULE

SCALE: NTS



1 WEST ELEVATION  
SCALE: 3/16" = 1'-0"

MATERIALS KEY	
A	ASPHALT ROOF SHINGLES IKO HAVARD SLATE
B	FIBRE-CEMENT SIDING W/5 1/2" EXPOSURE HARDI SIDING/SHINGLES - POINT GREY (BM VC-24)
C	DBL. GLAZED LOW-E WOOD WINDOWS REGAL SOFT GLOSS K404-80 BLACK
D	ROOF & PORCH TRIMS & GUARDRAILS WOOD PAINTED AURA LOW LUSTRE 634-1 WHITE
E	GUTTERS AND DOWNSPOUTS BLACK
F	FRONT DOOR-MELLISH RUST (BM VC-28)



2 EAST ELEVATION  
SCALE: 3/16" = 1'-0"



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PROJECT TITLE.

**INFILL HOUSE,**  
**571 FOURTH ST,**  
**NEW WESTMINSTER, B.C.**

DRAWING TITLE.  
**WEST AND EAST**  
**ELEVATIONS**

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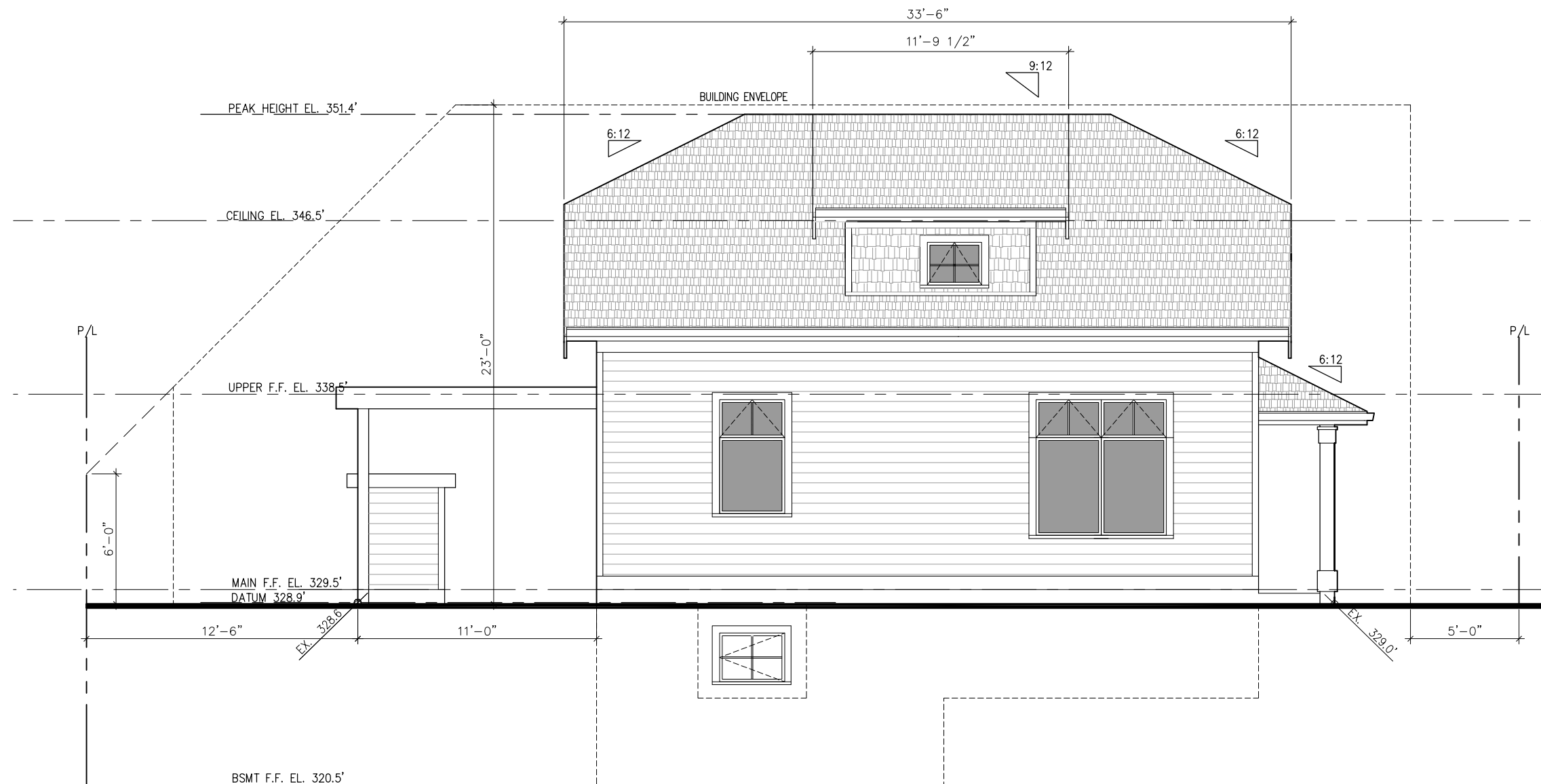
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19-254

DATE. REVISED.  
NOVEMBER 2020 NOV 8, 2021

SCALE.  
3/16"=1'0"

DRAWING NO.

**A-2.5**



1 NORTH ELEVATION  
— SCALE: 3/16" = 1'-0"



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PROJECT TITLE.

**INFILL HOUSE,**  
**571 FOURTH ST,**  
**NEW WESTMINSTER, B.C.**

DRAWING TITLE.

**NORTH**  
**ELEVATION**

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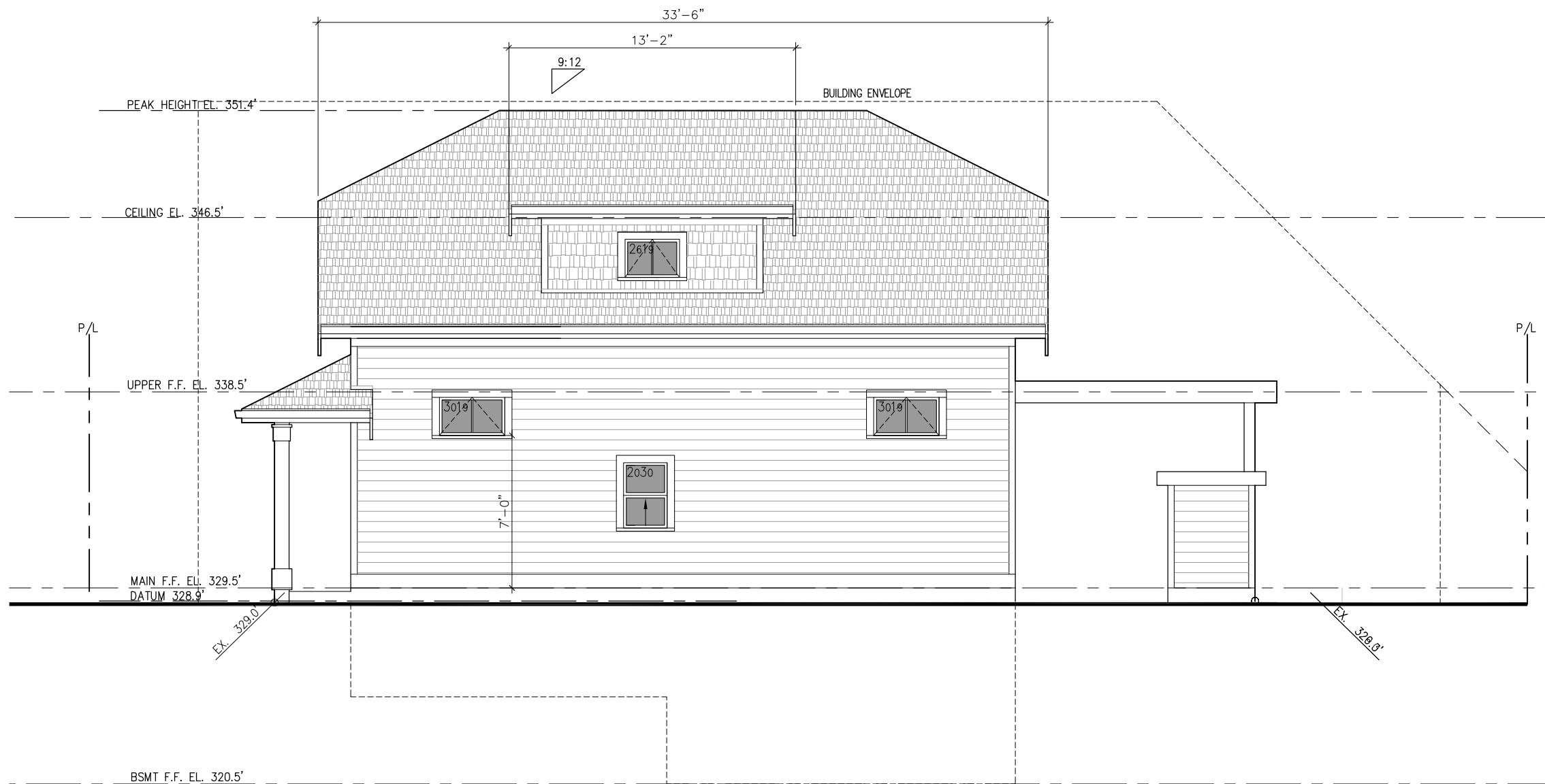
CAD FILE NAME.  
19-254

DATE. REVISED.  
NOVEMBER 2020 NOV 8, 2021

SCALE.  
3/16"=1'0"

DRAWING NO.

**A-2.6**



1 SOUTH ELEVATION  
— SCALE: 3/16" = 1'-0"



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PROJECT TITLE.

**INFILL HOUSE,**  
**571 FOURTH ST,**  
**NEW WESTMINSTER, B.C.**

DRAWING TITLE.

**SOUTH**  
**ELEVATION**

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SCALE.  
3/16"=1'0"

DRAWING NO.

**A-2.7**



## APPENDIX 6

### VARIATIONS TO ZONING BYLAW NO. 6680, 2001

	<b>Single Detached Dwelling District (RS-4) Requirement/Allowance</b>	<b>Heritage Building (323 Regina Street)</b>	<b>Infill Building (471 Fourth Street)</b>
<b>Maximum Detached Accessory Dwelling Floor Space Ratio*</b>	0.1	--	0.18
<b>Minimum Left Side Setback (north)</b>	1.5 metres (5 feet)	--	0.9 metres (3 feet)
<b>Minimum Right Side Setback (east)</b>	1.5 metres (5 feet)	0.6 metres (2.1 feet)	--

*\* Should Step Code 3, 4 or 5 of the Energy Step Code be met, the maximum space ratio can be increased as outlined in Section 310.11.1 of Zoning Bylaw No. 6680, 2001*

## THE CORPORATION OF THE CITY OF NEW WESTMINSTER

### BYLAW NO. 8305, 2022

A bylaw of the Corporation of the City of New Westminster to designate the principal building located at 323 Regina Street as protected heritage property.

---

WHEREAS the *Local Government Act*, RSBC 2015, c.1 provides Council with authority, by bylaw, to designate real property, in whole or in part, as protected heritage property, on terms and conditions it considers appropriate;

AND WHEREAS the registered owner of the land located at 323 Regina Street has entered into a Heritage Revitalization Agreement authorized by Bylaw No. 8304, 2022 (the "Heritage Revitalization Agreement"), which has requested that Council designate the principal building on the land as protected heritage property, and has released the City from any obligation to compensate the registered owner for the effect of such designation;

AND WHEREAS Council considers that the principal building located at 323 Regina Street has significant heritage value and character and is a prominent and valued heritage property in the City;

AND WHEREAS Council considers that designation of the principal building located at 323 Regina Street as protected heritage property under the provisions of the *Local Government Act* is necessary and desirable for its conservation;

NOW THEREFORE City Council of the Corporation of the City of New Westminster enacts as follows:

#### TITLE

1. This Bylaw may be cited for all purposes as "Heritage Designation Bylaw (323 Regina Street) No. 8305, 2022."

#### INTERPRETATION

2. In this Bylaw, the terms "heritage value", "heritage character" and "alter" have the corresponding meanings given to them in the *Local Government Act*.

#### DESIGNATION

3. The principal building located on that parcel of land having a civic address of 323 Regina Street, New Westminster, British Columbia, legally described as PID: 013-593-285; LOT 12 OF LOT 4 SUBURBAN BLOCK 10 PLAN 2620 and labelled "Heritage House" in Schedule A (the "Building"), is hereby designated in its entirety as protected heritage property under section 611 of the *Local Government Act* of British Columbia.

**PROHIBITION**

4. Except as expressly permitted by Section 5 or as authorized by a heritage alteration permit issued by the City, no person shall undertake any of the following actions, nor cause or permit any of the following actions to be undertaken in relation to the Building:
  - (a) alter the exterior of the Building;
  - (b) make a structural change to the Building including, without limitation, demolition of the Building or any structural change resulting in demolition of the Building;
  - (c) move the Building; or
  - (d) alter, excavate or build on that portion of land upon which the Building is located.

**EXEMPTIONS**

5. Despite Section 4, the following actions may be undertaken in relation to the Building without first obtaining a heritage alteration permit from the City:
  - (a) non-structural renovations or alterations to the interior of the Building that do not alter the exterior appearance of the Building; and
  - (b) normal repairs and maintenance that do not alter the exterior appearance of the Building.
6. For the purpose of section 5, “normal repairs” means the repair or replacement of non-structural elements, components or finishing materials of the Building with elements, components or finishing materials that are equivalent to those being replaced in terms of heritage character, material composition, colour, dimensions and quality.

**MAINTENANCE**

7. The Building shall be maintained in good repair in accordance with the City of New Westminster Heritage Property Maintenance Standards Bylaw No. 7971, 2018, as amended or replaced from time to time.

**HERITAGE ALTERATION PERMITS**

8. Where a heritage alteration permit is required under this Bylaw for a proposed action in relation to the Building, application shall be made to the City of New Westminster Development Services Department, Planning Division in the manner and on the form prescribed, and the applicant shall pay the fee imposed by the City for such permit, if any.

9. City Council, or its authorized delegate, is hereby authorized to:

- (a) issue a heritage alteration permit for situations in which the proposed action would be consistent with the heritage protection provided for the Building under this Bylaw and the Heritage Revitalization Agreement;
- (b) withhold the issue of a heritage alteration permit for an action which would not be consistent with the heritage protection provided for the Building under this Bylaw or the Heritage Revitalization Agreement;
- (c) establish and impose terms, requirements and conditions on the issue of a heritage alteration permit that are considered to be consistent with the purpose of the heritage protection of the Building provided under this Bylaw and the Heritage Revitalization Agreement; and
- (d) determine whether the terms, requirements and conditions of a heritage alteration permit have been met.

#### **RECONSIDERATION BY COUNCIL**

10. An applicant or owner whose application for a heritage alteration permit for alteration of the Building has been considered by an authorized delegate may apply for a reconsideration of the matter by Council, and such reconsideration shall be without charge to the applicant or owner.

GIVEN FIRST READING this 10th day of January 2022.

GIVEN SECOND READING this 10th day of January 2022.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

GIVEN THIRD READING this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

ADOPTED and the Seal of the Corporation of the City of New Westminster affixed this \_\_\_\_\_ day of \_\_\_\_\_ 2022.

---

MAYOR JONATHAN X. COTE

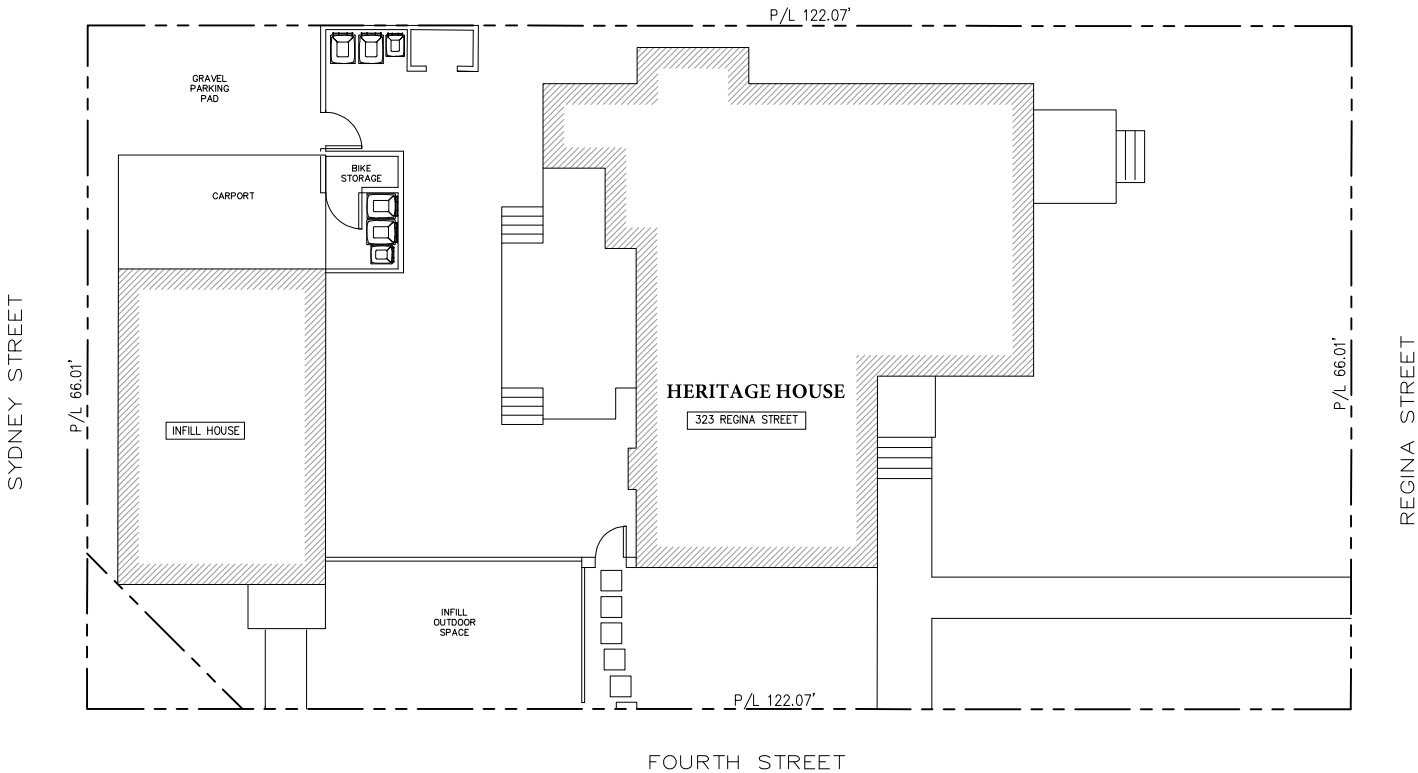
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JACQUE KILLAWEE, CITY CLERK

**SCHEDULE A**

**SKETCH**





1 SITE PLAN  
— SCALE: 3/32"=1'-0"



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PROJECT TITLE.  
**HERITAGE RESTORATION  
AGREEMENT,  
323 REGINA ST.,  
NEW WESTMINSTER, B.C.**

DRAWING TITLE.  
**SIMPLE SITE  
PLAN**

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19-254

DATE. REVISED.  
DECEMBER 2021 DEC 7, 2021

SCALE.  
3/32"=1'-0"

DRAWING NO.

**A-0.3**

# **REPORT**

## ***Parks and Recreation***

**To:** Mayor Cote and Members of Council      **Date:** January 31, 2022

**From:** Dean Gibson, Director of Parks and Recreation      **File:** 2014937

**Item #:** 2022-78

**Subject:** Canada Games Pool Fitness Centre Relocation Plan

---

### **RECOMMENDATION**

THAT this report be received for information.

---

### **PURPOSE**

The purpose of this report is to share the processes and steps taken to relocate the fitness services formerly provided at the Canada Games Pool.

### **SUMMARY**

The Canada Games Pool (CGP) facility is to be decommissioned in early 2022. The services offered by the indoor pool and fitness facilities are greatly relied upon by the community of New Westminster. In an attempt to keep the community whole, the Parks and Recreation Department has consulted, analyzed and partnered with key staff, community members and partners in an attempt to relocate and continue to offer these services in existing and non-traditional locations.

### **BACKGROUND**

On November 24, 2021 – Council announced the early decommissioning of the Canada Games Pool and Fitness Centre as a result of the unexpected failure of key mechanical and structural pool systems. As Canada Games Pool services were effectively halted, the Parks and Recreation Department initiated a process of developing service delivery alternatives for the affected services.

The two key services affected by the closure included the 557 sq.m CGP Fitness centre and a 65 metre swimming pool. This report will focus on the relocation of Fitness Centre services. A separate report has been prepared that addresses aquatic services.

## **Canada Games Pool - Fitness Centre**

The primary hurdle faced with relocating 557 sq.m of fitness assets (including cardio machines, free weights, selectorized equipment and multi-use fitness stations) was finding a space in the City's facility inventory that could accommodate a great portion of the equipment while disrupting the least amount of existing programming. A complete audit of existing facilities and programs offered within those facilities has been undertaken. The Civic Facilities Division of the Engineering Department was also consulted in regards to the availability and suitability of non-traditional city owned facilities.

The largest available space identified in the City's facility audit that has the most amount of underutilized space is the Centennial Community Centre (CCC) gymnasium. Currently over the course of a 7-day week, the CCC gymnasium houses 19 hours of group fitness classes, 3 hours of pickleball and 4.25 hours of general recreation programs. This space is currently being programmed for just over 25% of the operational hours of the facility and is unused for the remainder of the operational time. The structural integrity of the gym floor has been assessed and preparations for the addition of electrical services are underway to in order to support the operation of the multiple cardio and electronic fitness machines.

In early December, 2021, operating hours were extended at the Queensborough Community Centre (QCC) fitness centre and youth fitness centre in Moody Park (co-located at Century House) as a first step to help mitigate the impacts of the CGP Fitness Centre closure.

## **EXISTING POLICY AND PRACTICE**

It has been the practice of the City, and Parks and Recreation Department, in the face of unplanned closures and/or disruption of services, to attempt to resume services as early as possible and sustain those services using all reasonable and practical means.

## **DISCUSSION**

In order to support the relocation of the CGP Fitness Centre to the CCC gymnasium, internal and external facilities have been secured to accommodate existing impacted recreation programs as discussed below. (see Attachment 1).

### **Group Fitness**

#### ***Century House – Douglas-Fir rooms, A/B/C rooms, and Multipurpose (small gym)***

In consultation with Century House staff and by informing Century House Association, staff were able to relocate group fitness classes to underutilized spaces in this facility without displacing current or future programs. The facility will house all evening group fitness classes and weekend fitness classes. These times were not currently programmed for Century house programs or services. Both on-site and street parking is available at this location and the site is serviced by transit on Eighth Street and the Rotary Crosstown Greenway network.

***Centennial Lodge – Multi-purpose room***

In consultation and consensus with the Arts Council of New Westminster and Queen's Park Preschool Society who both operate out of Centennial Lodge in Queens Park, Centennial Lodge will host morning fitness classes on Monday, Wednesday and Friday Mornings. This location is very close in proximity to where the programs have been provided in the past.

***Centennial Community Centre – River Room***

Tuesday and Thursday morning fitness classes will be located in the River room within Centennial Community Centre. These classes generally have fewer participants. If required, additional demand can be accommodated by providing back to back classes in this space.

**Community Recreation Programs*****Centennial Community Centre***

Sportball programs and Birthday Parties that were programmed in the gymnasium will be relocated to alternate rooms in Centennial Community Centre. They will be offered at the same time, just a different room. Childminding will continue at Centennial Community Centre Monday – Friday mornings as regularly scheduled. Requests for childminding at other facilities will be evaluated as they arise.

**Pickleball*****Herbert Spencer Elementary***

In partnership with the New Westminster School District, City staff worked with School District staff to create a reciprocal agreement for the use of gymnasium space at Herbert Spencer Elementary on Saturday's and Sunday's. Herbert Spencer Elementary will now house 2 hours each weekend day of pickleball. This will expand the current sport offering from 1.5 hours to 2 hours each program day. The school gymnasium will be upgraded with the required pickleball court lines. The City's pickleball equipment will be available to the school's students as part of their physical education program.

**Timeline for the proposed transfer of locations will be as follows:**

- February 14, 2022 - Group Fitness, Pickleball and Recreation Programs move to alternative locations
- February 14 – 18 – Coordinate site infrastructure to accommodate CGP fitness centre in CCC gymnasium (e.g. install electrical and equipment supports to allow for the equipment relocation).
- February 18 – 25 – Move equipment from CGP to CCC gymnasium.
- February 28<sup>st</sup> – pending safety inspections, open relocated Fitness Centre to public.

**CCC Gymnasium Rental**

The current rental user who had tentatively booked CCC gymnasium space in 2022 is the Hyack Swim Club. As this club currently no longer has established pool time, they have not been utilizing the space in the CCC gymnasium. A historical rental agreement with

the YMCA Healthy Heart program has not been active since late 2019. When approached by staff in fall of 2021, this rental was not re-instated by the user for 2022. If and when the user should require rental space, staff will provide multi-purpose room allocation at other times in CCC. Staff have been in discussions with YMCA to discuss the potential shared use the relocated Fitness Centre space to run their program.

Staff will continue to work with all historical users of the CCC gymnasium to find appropriate space accommodations when those users choose to re-engage in a rental contract.

## Communications

A communications plan has been developed to inform existing facility patrons and the community at large of the changes in the services formerly offered at Canada Games Pool and adjustments to services at the Centennial Community Centre. The primary sources of program information will include:

<i>Information Source</i>	<i>Available Date</i>
Directly affected user groups - informative meeting	January 31, 2022
Media release	January 31, 2022
Group Fitness participant – in person communications	February 1-4, 2022
Drop in program brochure – released with new location information	February 1

In addition, a transfer of services quick reference chart, internal communications to staff with FAQ's and facility signage.

## **FINANCIAL IMPLICATIONS**

Incremental operating budget impacts will be incurred to support the relocated and expanded services as outlined below.

### **A. Relocated CGP Fitness Services and Associated CCC Gym Program Relocation**

	Incremental Annual Expense
School Use expense	\$15,300
Administrative and Program Support Expense	\$52,300
Offsetting new revenue	\$200,600
<b>Estimated Annual Operating Surplus</b>	<b>\$133,300</b>
On-time materials, equipment and contracted services	\$58,300
2022 Estimate Net Surplus	\$75,000



The surplus from the relocated CGP Fitness Services (\$75,000) will help offset the expected deficit derived from the extension of the outdoor pool season.

### **INTERDEPARTMENTAL LIAISON**

Staff from Parks and Recreation, Finance, and Engineering Departments have contributed to this report.

### **OPTIONS**

1. Receive this report for information.
2. Provide alternate direction to staff.

Option #1 is recommended.

### **CONCLUSION**

In an effort to sustain the programs and services offered previously at the Canada Games Pool, City staff have found alternate locations and service delivery models for affected programs. Canada Games Pool Fitness Centre is planned to be relocated to the Centennial Community Centre gymnasium. Group fitness classes housed by CCC gymnasium will be relocated to other rooms in CCC, Centennial Lodge and Century House with all existing fitness classes being accommodated in new spaces. Pickleball will be relocated to Herbert Spencer Elementary School and other recreation programs will be accommodated in alternate spaces at CCC.

### **ATTACHMENTS**

Attachment 1 – Location of relocated CCC gymnasium programs to accommodate CGP Fitness Centre

This report was prepared by:  
Corrinne Garrett, Senior Manager of Recreation Services and Facilities

This report was approved by:  
Dean Gibson, Director of Parks and Recreation  
Lisa Spitale, Chief Administrative Officer

## **Attachment 1**

Location of relocated CCC gymnasium programs  
to accommodate CGP Fitness Centre

## Centennial Community Centre Gym

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:30 AM							
7:45 AM							
8:00 AM							
8:15 AM							Pilates - moved to Century House Douglas-Fir room
8:30 AM							
8:45 AM							
9:00 AM							
9:15 AM						Step & Sculpt - moved to Century House MP room	
9:30 AM	Workout - moved to Centennial Lodge	Cardio Mix - CCC - River room	Workout - moved to Centennial Lodge	Cardio Mix - CCC River room	Workout - moved to Centennial Lodge		Workout - moved to Century House MP room
9:45 AM							
10:00 AM							
10:15 AM							
10:30 AM						Power Yoga - Moved to Century House A/B/C room	
10:45 AM			Power Yoga - moved to Centennial Lodge				
11:00 AM							
11:15 AM							
11:30 AM							
11:45 AM							
12:00 PM							
12:15 PM							
12:30 PM						Birthday parties - CCC MP rooms	Birthday parties - CCC - MP rooms
12:45 PM							
1:00 PM							
1:15 PM							
1:30 PM							
1:45 PM						Pickleball 1:30-3 - extended to 2 hours and moved to Herbert Spencer	Pickleball 1:30-3 - extended to 2 hours and moved to Herbert Spencer
2:00 PM							
2:15 PM							
2:30 PM							
2:45 PM							
3:00 PM			Sportball - moved to Martial Arts room CCC				
3:15 PM							
3:30 PM							
3:45 PM							
4:00 PM	Hyack Swim Club - if space req. can accommodate CCC	Hyack Swim Club - if space req. can accommodate CCC		Hyack Swim Club - if space req. can accommodate CCC	Hyack Swim Club - if space req. can accommodate CCC		
4:15 PM							
4:30 PM							
4:45 PM							
5:00 PM							
5:15 PM	Interval Training - moved to Century House Douglas-Fir room		Functionally Fit - moved to Century House Douglas-Fir room				
5:30 PM		Body Flow - moved to Century House Douglas-Fir room		Body Flow - moved to Century House Douglas-Fir room			
5:45 PM							
6:00 PM							
6:15 PM						Zumba - Change time to 6:00-7:00 - Century house MP room	
6:30 PM	Power Yoga - Moved to Century House A/B/C room		Yoga - Moved to Century House A/B/C room				
6:45 PM		Stretch - Moved to Century House A/B/C room		Stretch - Moved to Century House A/B/C room			
7:00 PM							
7:15 PM							
7:30 PM							
7:45 PM							
8:00 PM							
8:15 PM							
8:30 PM							
8:45 PM							
9:00 PM							
9:15 PM							
9:30 PM							
9:45 PM							

## **REPORT**

### ***Office of the Chief Administrative Officer***

**To:** Mayor Cote and Members of Council      **Date:** January 31, 2022

**From:** Lisa Spitale  
Chief Administrative Officer      **File:**

**Item #:** 2022-73

**Subject:** Covid-19 Task Forces: Update

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#### **RECOMMENDATION**

***THAT*** Council receives this report for information.

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#### **PURPOSE**

An informational report to Council with updates from the Covid-19 Task Forces.

#### **BACKGROUND**

Outlined below are the Covid-19 pandemic response task forces; they are:

1. At-Risk and Vulnerable Populations
2. Seniors and Persons Living with Disabilities
3. Child Care

The updates and accomplishments from each task force for the period December 8 to January 25 are outlined in Attachment 1.

#### **CONCLUSION**

The work being fulfilled by the COVID-19 pandemic response task forces are a priority for the City. Staff workplans are prioritized to the pandemic response.

## **ATTACHMENTS**

Att 1: COVID-19 Task Forces Update December 8, 2021 to January 25, 2022.

## **APPROVALS**

This report was prepared by:  
Lisa Spitale, Chief Administrative Officer

This report was approved by:  
Lisa Spitale, Chief Administrative Officer

## Attachment #1

### *Covid 19 Task Forces: Update*

*December 8, 2021 to January 25, 2022*



## COVID-19 Task Forces: Update – December 8, 2021 to January 25, 2022

### Vulnerable and At Risk Populations

#### Enhanced Homeless Outreach, Referral and Advocacy Services

The City is in the process of allocating an additional \$90,000 for enhanced homeless outreach, referral and advocacy services, which will enable these services to operate until December 31, 2022. Lookout Housing and Health Society was awarded the original contract for \$90,000, and will be approached with regard to its interest and capacity to continue to provide these services. The contract is for two outreach workers who are available to respond to City staff requests for assistance, and also work in the community. The workers will be available seven days a week, with one worker available from 10:00 a.m. to 6:00 p.m., Sunday through Thursday, and the other worker available from 11:00 a.m. to 7:00 p.m., Friday and Saturday.

#### Enhanced Emergency Shelter Capacity

The Lower Mainland Purpose Society successfully applied for a Temporary Use Permit to allow for an emergency shelter on the lower floor of the former Army and Navy Department, which will be accessible off of Front Street. The shelter, which is activated during extreme weather and offers up to 50 cots, commenced operations on December 30, 2021 and will be activated during extreme weather events until March 31, 2022. The City and Purpose Society are advocating for the shelter to be reclassified to a winter shelter in the short-term, which means it would be operational on a nightly basis until March 31, 2022. Ideally, the City and Purpose Society are advocating for shelter to operate 24/7 and other support services for the next 14 to 18 months, or until new supportive housing is in place at 60 to 68 Sixth Street.

Lookout Housing and Health Society also operationalized up to 15 extreme weather cots at the Russell Housing Centre, which will be activated during extreme weather events until March 31, 2022. As such, there are now a total of 65 extreme weather cots in New Westminster.

Additionally, the City and Purpose Society activated a Warming Centre at 40 Begbie Street, which was operational from December 26 to 29, 2021.

## Seniors and Persons Living with Disabilities

### **Friendly Caller Program- Ongoing**

At the onset of COVID, the Task Force created the Friendly Caller Program for seniors forced to live in isolation the opportunity to socialize. Since that time, many of the programs and services that were initially cancelled in our community have resumed, which has once again opened the door for seniors to experience socialization in their daily lives. In early June the program called 19 callers per week. Over the last five months, the program has averaged just five calls per week. As a result, the Task Force is currently evaluating the future of this program and exploring ways to ensure those seniors currently participating continue to receive the socialization they seek through existing programs and services.

Funding remains in place for the Seniors Services Society to continue managing this program until February 28th. Should the Task Force decide to continue the Friendly Caller Program beyond that date, additional funding to pay the Senior Services Society or moving the program administration back to Century House or the Century House Association will be required.

The number of people called during this time period are as follows:

Number Registered: 20

Volunteers: 9

Avg. Age: 78

Total calls: 23

Total Min.: 314

Average length of call: 14 minutes

### **Food Securement**

The Food Program continues at the Legion Manner allowing to better reach the vulnerable seniors population with 50 meals being distributed every Tuesday and Thursday. This includes those community members that were being served when the program took place at Century House.

## Childcare

This Task Force continued to meet bi weekly to identify gaps and challenges related to supporting families during the pandemic. When issues came up related to the updates to the PHO's and how it impacted child care was a top of mind discussion in all our meetings. Topics included how the impact of opening the school one week later at Christmas Break effected families and the continued challenges with staff that have been off due to COVID. This committee has been committed and engaged since the onset of COVID and values this networking opportunity in order to address the challenges they are faced with within their perspective professions.

## **REPORT**

### ***Climate Action, Planning and Development***

**To:** Mayor Cote and Members of Council      **Date:** January 31, 2022

**From:** Emilie K. Adin, MCIP      **File:** 13.2606.03  
Director, Climate Action, Planning and  
Development

**Item #:** 2022-34

**Subject:** Heritage Review Policy Update: Buildings on the Heritage Inventory

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#### **RECOMMENDATION**

**THAT** Council expand the “Buildings 100 Years Old or Older” Heritage Review Policy to include buildings listed on the Heritage Inventory.

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#### **PURPOSE**

For Council to consider expanding the “Buildings 100 Years Old or Older” Heritage Review Policy to include buildings listed on the Heritage Inventory.

#### **PROPOSAL**

At their meeting on November 3, 2021, the Community Heritage Commission (CHC) passed the following motion:

**THAT** the Community Heritage Commission recommends Council expand the “Buildings 100 Years Old or Older” policy to include buildings listed on the Heritage Inventory.

The current policy, related to the retention of buildings 100 years and older, expects the following:

- a) when an application comes forward, a high level of evaluation is conducted (i.e., requires a heritage assessment, prepared by a certified heritage professional to be provided as part of development applications for those sites);

- b) heritage assessments for buildings are reviewed by City staff prior to a demolition permit application being accepted;
- c) demolition permit applications are reviewed by the Community Heritage Commission; and
- d) for any properties which form part of a rezoning application which include a building with heritage value, all efforts be made to retain and restore that building as part of the proposed development (through an HRA).

Today, this aged-based policy does not cover all the buildings listed on the Heritage Inventory, even though these newer buildings (196) have been identified as having heritage value. As such, the Community Heritage Commission recommended updating and expanding the current age-based heritage review program to apply to all Inventory listed buildings, regardless of age: for consistency and clarity. An extract of the CHC meeting minutes is included in Attachment 1 of this report.

## **BACKGROUND**

### **Heritage Inventory**

The Heritage Inventory (1986) is an informal listing of historic New Westminster properties and represented the City's first step to identify local heritage assets. Further description is in Attachment 2. There are 760 properties on the Inventory of which 564 are already included in the review policy due to their age. Of the remaining 196 Inventory properties, 107 are either protected (Queen's Park Heritage Conservation Area, Heritage Revitalization Agreement, Heritage Designation, Conservation Covenant) and/or listed on the Heritage Register and would not be affected by the proposal. The proposal would impact the remaining 89 properties by bringing them into line with the same practice. See Attachment 3 for a breakdown of the Inventory by policy and protection categories.

### **Authority for Heritage Review**

The City is known for its supply of older buildings with heritage merit and has had a heritage review policy for thirty-five years. These policies acknowledge the importance of older buildings to their neighbourhoods, and seek to identify and retain them where possible.

The City's processes for the review, delay and/or denial of permits for properties with heritage value must be in compliance with the Building Bylaw and the tools available through the Local Government Act. A summary of relevant regulations is included in Attachment 2.

## History of the Heritage Review Policy

**1987:** Council adopted a policy that all demolition and building permit applications for buildings listed on the City's **Heritage Register** be reviewed by the Community Heritage Commission (then Heritage Advisory Committee), and that this group could refer the applications to Council as warranted. This practice continues today.

**1993:** Council amended the policy to include a review of demolition permit applications for all **pre-1950 buildings**. However, the review of these previously non-identified buildings would be conducted by Planning Division staff, who would forward the application to the Community Heritage Commission (CHC) for review if they deemed it appropriate. The CHC could then refer the applications to Council, as with Heritage Register buildings.

**2011:** Pre-1900 buildings were identified as significantly few, important, and at risk. As such, the policy was changed so that demolition permit applications for **pre-1900 buildings** would always be reviewed by the Community Heritage Commission, similar to buildings on the Heritage Register. The policy was also updated to capture staff review of all buildings older than **50 years, as a rolling date**. In 2016, this policy was reconfirmed including that all efforts be made to retain and restore such buildings (through an HRA) if the development requires a rezoning.

**2020:** Council expanded the policy again to include all buildings **100 years and older, as a rolling date**, as opposed to the earlier cut-off of 1900. This change is similar to the 2011 policy update that installed automatic staff review of demolition permits for 50 year old buildings, as a rolling date, as opposed to the earlier cut-off of 1950.

## DISCUSSION

The proposed change would increase the number of properties covered by the more expansive elements of the Heritage Review policy by about 89, city-wide.

Expanding the heritage review program in this way would:

1. provide earlier and more clear indication to current or potential owners of these properties;
2. demonstrate that all buildings listed on the Heritage Inventory are important to the City of New Westminster, regardless of their age; and
3. provide staff with the authority to request a heritage assessment be conducted on older buildings without seeking Council permissions each time.

Overall, the proposed policy change is more transparent for owners, more efficient for the City, and reflects existing practice of identifying buildings listed on the Heritage Inventory as historically important, regardless of their age. It also will make heritage policies and practices more consistent across the program.



**FINANCIAL IMPLICATIONS**

Requiring a heritage assessment be submitted for buildings listed on the Heritage Inventory will reduce the amount of staff time required to complete a Heritage Review, which also serves to reduce demolition permit review timelines.

**OPTIONS**

The following options are available for Council's consideration:

1. That Council expand the "Buildings 100 Years Old or Older" Heritage Review Policy to include buildings listed on the Heritage Inventory.
2. That Council provide staff with alternative direction.

Staff recommend option 1.

**ATTACHMENTS**

Attachment 1: Extract of November 3, 2021 Community Heritage Commission (CHC) Meeting Minutes

Attachment 2: Policy and Regulations Summary

Attachment 3: Statistical Analysis

This report was prepared by:  
Kathleen Stevens, Heritage Planning Analyst

This report was reviewed by:  
Britney Dack, Senior Heritage Planner  
Rupinder Basi, Supervisor, Development Planning  
Jackie Teed, Senior Manager, Climate Action, Planning and Development

This report was approved by:  
Emilie K. Adin, Director, Climate Action, Planning and Development  
Lisa Spitale, Chief Administrative Officer

## Attachment 1

*Extract of November 3, 2021  
Community Heritage Commission  
(CHC) Meeting Minutes*

**COMMUNITY HERITAGE COMMISSION****MINUTES - Extract**

**Wednesday, November 3, 2021**

**Meeting held electronically and open to public attendance  
in Council Chamber, City Hall**

**6. STANDING REPORTS AND UPDATES****6.1 General Inquiries from the Commission**

A discussion ensued regarding the heritage review policy for properties on the Heritage Inventory List.

In response to questions from the Commission, Britney Dack, Senior Heritage Planner, and Kathleen Stevens, Heritage Planning Analyst, provide the following comments:

- As part of the heritage review process, buildings over 50 years of age are reviewed by staff but if a property is listed on the Heritage Inventory, it typically is brought forward to the Commission for feedback; however, there is no requirement that a Heritage Assessment be provided unless a building is 100 years and older; and,
- Staff have the opportunity through the redevelopment process to require a Heritage Assessment be submitted for properties that are part of a redevelopment application beyond the site's existing entitlement.

The Commission provided the following comments:

- It is surprising that the City does not have a heritage review policy for places included on the Heritage Inventory List and 349 Cumberland is a good example of where such a policy would be appropriate;
- Heritage assessments should be required regardless of the age of the building;
- It would be beneficial to receive input on this issue from the community to gain a sense of how the community values a property. This may be helpful in avoiding unnecessary conflict in the community and, while it may take a long time to compile the feedback, it would be a good place to start; and,
- Consideration should also be made with respect to same-style homes in close proximity to one another and preserving them all as houses lend to the importance of one another.

MOVED and SECONDED

*THAT the Community Heritage Commission recommend that Council apply the same heritage assessment requirements included in the 100 Years or Older Policy to properties included on the City's Heritage Inventory List.*

**Carried.**

All Commission members present voted in favour of the motion.

## Attachment 2

### *Policy and Regulations Summary*

## **POLICY AND REGULATIONS SUMMARY**

### **Heritage Review Policy**

#### **Buildings 100 Years and Older & Buildings on the Heritage Register**

The City's heritage review policy is that demolition or redevelopment applications for a building or structure older than 100 years or listed on the Heritage Register require the submission of a Heritage Assessment, prepared by a professional and are automatically forwarded to the Community Heritage Commission (CHC) for review and comment. The CHC can request the application be forwarded to Council, when appropriate.

With the proposed policy change, Inventory listed buildings would follow the same policy, outlined above, regardless of age. This is considered appropriate given that those buildings have already been identified as having some heritage value.

#### **Buildings 50 Years and Older**

The City's heritage review policy is that demolition applications for a building or structure older than 50 years are automatically forwarded to the Planning Division for review, and may be referred to the Community Heritage Commission (CHC) for comment if it is deemed by the Planning Division to have sufficient heritage significance.

### **Heritage Inventory**

The Heritage Inventory is an informal listing of historic New Westminster properties and was the City's first step to identify local heritage assets. The initial four-part inventory was created in the 1980's and updated in the 1990's. In 2003, the Twelfth Street Heritage Inventory was created; and in 2009 and 2010, properties in Queensborough were added.

Although both the Heritage Inventory and Register recognize heritage value, demolition applications for properties listed on the Heritage Inventory cannot be delayed unless a Temporary Protection Order is issued by Council.

### **Heritage Register**

The Heritage Register is an official list of properties with heritage value which have been identified by the City. Applications for changes to or demolition of properties listed on the Heritage Register are generally reviewed by the Planning Division and referred to the CHC. Alterations and additions are reviewed to determine the appropriateness of the proposed changes in relation to the character defining elements of the building or



structure. However, no heritage-related permits are required in addition to the standard Building Permit.

Inclusion of a property on the Heritage Register allows Council the option to temporarily withhold a Building Permit, temporarily withhold a demolition permit, and/or to require a Heritage Assessment. A Heritage Assessment investigates the heritage value of a property, how the proposed changes would affect it, and applicable mitigation or conservation measures. Additionally, an advantage of being on the Heritage Register includes eligibility for special provisions in the B.C. Building Code and the Homeowner Protection Act.

This is a result of the Heritage Register being a heritage conservation tool under the *Local Government Act*. The addition of a property to the Heritage Register is through a resolution of Council and requires the creation of a Statement of Significance, outlining its heritage value, and Council resolution.

### **Heritage Protection and Demolition**

The degree to which the City may lawfully delay a demolition application depends on the category of heritage protection associated with that property. The City has the authority to deny or delay permits for properties with certain heritage protections (as listed below) through Part 15 of the Local Government Act (LGA). As summarized below:

<b>Protection Category</b>	<b>Authority</b>	<b>Mechanism</b>
Designation Bylaw/HRA/ Conservation Covenant	Deny	Heritage Alteration Permit must be issued by Council or its delegate (the Director of Development Services)
Heritage Conservation Area		
Heritage Register	Delay	Delay without further Council motion
Heritage Resource Inventory	Review	Delay available through a Temporary Protection Order by Council
50 years old and older		
100 years and older		

For properties not already subject to heritage protections, without a Temporary Protection Order or a Designation Bylaw, there is no legal basis for delaying or withholding a demolition permit beyond the time required for staff and/or committee review of an application.

### **Temporary Protection Orders**

A Temporary Protection Order may be issued by Council for a property that is or may be considered to have heritage value sufficient to justify its conservation. A property is not required to have been previously identified as heritage in any way, and the threshold of

evidence of value is relatively low. The intention of the tool is to provide a municipality with the time to research the property, review development options, and discuss retention with the property owner. For the duration of the Order, changes to the property are managed through Heritage Alteration Permits. Without consent of the owner, an Order may only last 60 days, after which a permit must be issued.

## Attachment 3

### *Statistical Analysis*

## **STATISTICAL ANALYSIS**

*Table 1: Heritage Inventory Buildings Subject to City's Heritage Review Policy*

<b>Subject to Heritage Review</b>	<b>50 Years and Older Policy</b>	<b>100 Years and Older Policy</b>	<b>No Heritage Review Required</b>	<b>Total</b>
753 (99.1%)	189 (24.9%)	564 (74.2%)	7 (0.9%)	760 (100.0%)

Notes:     \* Seven properties are listed on the Heritage Inventory but not subject to the current Heritage Review policy as they are under 50 years old  
               \* 50 Years and Older Policy is inclusive of buildings 50 to 99 years old

*Table 2: Heritage Inventory Buildings Under 100 Years*

	<b>50 Years and Older Policy</b>	<b>No Heritage Review Required</b>	<b>Total</b>	<b>%</b>
Not Listed on Register, Protected	88	0	88	(44.9%)
Listed on Register, Not Protected	6	0	6	(3.1%)
Listed on Register, Protected	13	0	13	(6.6%)
Not Affected by Policy Change	107	0	107	(54.6%)
Affected by Policy Change	82	7	89	(45.4%)
Listed on Inventory	189	7	196	(100.0%)

Notes:     \* Building under 50 years old not subject to the current Heritage Review policy  
               \* 50 Years and Older Policy is inclusive of buildings 50 to 99 years old  
               \* Properties protected or listed on the Heritage Register would already be subject to the more expansive elements of the Heritage Review policy  
               \* Protected would be through one or more of the following heritage protection tools: Queen's Park Heritage Conservation Area, Heritage Revitalization Agreement, Heritage Designation, or Conservation Covenant

## **REPORT**

### ***Climate Action, Planning and Development***

**To:** Mayor Cote and Members of Council      **Date:** January 31, 2022

**From:** Emilie K. Adin, MCIP      **File:** DVP00691  
Director, Climate Action, Planning and      HA000028  
Development

**Item #:** 2022-60

**Subject:** **Housing Agreement Bylaw and Development Variance Permit to Vary Residential and Visitor Parking Requirements: 520 Eighth Street – Bylaw for Three Readings**

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#### **RECOMMENDATION**

**THAT** Council consider Housing Agreement Bylaw No. 8273, 2022 to authorize the City to enter into a Housing Agreement with the property owner to require that all residential units at 520 Eighth Street be secured as market rental housing for First, Second and Third Readings.

**THAT** Council, should the Housing Agreement Bylaw No. 8273, 2022 be adopted, direct the Mayor and Corporate Officer to execute the Housing Agreement.

**THAT** Council provide notice that it will consider issuance of a Development Variance Permit (DVP00691) to reduce the number of required off-street parking spaces by 21% from the standard Zoning Bylaw requirements for secured market rental.

**THAT** Council endorse that six long-term bicycle parking spaces and six short-term bicycle parking spaces be included as part of the Development Permit application for 520 Eighth Street, should the Development Variance Permit (DVP00691) be approved by Council.

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#### **PURPOSE**

The purpose of this report is to request that Council: 1) consider adoption of the Housing Agreement Bylaw No. 8273, 2022 for First, Second and Third Readings; 2) issue notice that Council will consider Development Variance Permit (DVP00691) for a

13 space reduction (21%) to the off-street parking provisions of the Zoning Bylaw for secured rental buildings.

## **EXECUTIVE SUMMARY**

Housing Agreement and Development Variance Permit applications have been submitted to allow replacement of seven existing parking spaces and a portion of resident storage and locker areas with five new studio and one-bedroom residential units in an existing 56 unit residential rental building at 520 Eighth Street. The Housing Agreement would secure all existing and proposed units (61 units total) within the building as a market rental project for 60 years or the life of the building, whichever is longer. A Development Variance Permit, which would reduce off-street parking below the minimum requirements of the Zoning Bylaw for secured market rental, is required to facilitate the proposal.

Excluding the proposed five units, for which additional parking spaces are not required, 56 residential parking spaces (1.0 space per dwelling unit) and 6 visitor spaces (0.1 spaces per dwelling unit) would be required. The project proposes removing seven parking spaces, resulting in a total of 49 resident spaces (0.8 spaces per unit). No visitor spaces would be provided. This represents a 21% reduction in required parking (13 spaces). Despite this overall reduction, the applicant proposes to provide all required accessible parking stalls.

## **BACKGROUND**

### **Policy and Regulation**

The applicant's proposal is consistent with the Official Community Plan land use designation for the site: (RM) Residential – Multiple Unit Buildings. The current zoning is RM-2 Apartment (Low Rise). A summary of related City policies and regulations, which includes the Official Community Plan (OCP) Land Use Designation, Secured Market Rental Housing Policy, Development Permit Area (DPA), and Zoning, is included in Attachment 1.

### **Development Variance Permit**

Section 140.22 of the City's Zoning Bylaw does not require additional off-street parking spaces for secured rental residential units, provided that:

1. There are no more than five additional secured rental units proposed; and
2. The site was used for secured rental residential units since before 2014.

As per the above, the proposed five rental residential units do not require any additional off-street parking spaces. However, the proposed removal of seven residential parking stalls has triggered the need to review parking requirements for the site. Based on that review, a Development Variance Permit to reduce off-street parking below the minimum requirements of the Zoning Bylaw for secured market rental is required to facilitate the proposal.



## Development Permit

The applicant has submitted an application for a development permit. This development permit is to facilitate a form and character review of the proposal and would be considered by the Director of Climate Action, Planning and Development subject to Council consideration of the Housing Agreement Bylaw and Development Variance Permit.

## **Site Characteristics and Context**

The site is located mid-block on Eighth Street, between Sixth Avenue and Fifth Avenue. The current three level building, which consists of 56 residential rental units, was built in 1969. The site is surrounded by older high- and mid-rise buildings, ranging from 3 to 14 storeys in height, and is in close proximity to Moody Park and commercial uses along Sixth Street.



*Figure 1: Site Context Map with 520 Eighth Street highlighted in Blue*

## **Proximity to Transit Service and Other Sustainable Transportation Options**

The site is well serviced by transit and within walking distance of multiple bus stops located along the Eighth Street Frequent Transit Network (FTN) and Sixth Avenue. These stops provide bus service to/from SkyTrain stations including New Westminster Station, 22nd Street Station, and Braid Station. The site is surrounded by a complete sidewalk network that is fully accessible. Car share services, for one-way (i.e., EVO) and two-way operations (i.e., Modo), are available in the neighbourhood.

Existing Active Transportation and Sustainable Modes	
<b>Cycling Network</b>	<ul style="list-style-type: none"> <li>• &lt; 300m from Rotary Crosstown Greenway</li> <li>• &lt; 300m from Fourth Street, a primary bike route</li> <li>• &lt; 300m from Tenth Street, a primary bike route</li> </ul>
<b>Transit Network</b>	<ul style="list-style-type: none"> <li>• Well-served by transit (#123 FTN on Eighth Street, #101 and #155 on Sixth Avenue)</li> <li>• &lt; 150m walking distance to north and southbound FTN transit stops on Eighth Street</li> <li>• &lt; 150m walking distance to east and westbound transit stops on Sixth Avenue</li> <li>• Bench and transit shelter provided at stops on Eighth Street and Sixth Avenue</li> </ul>
<b>Sustainable Modes</b>	<ul style="list-style-type: none"> <li>• 1 Modo car located approximately 400 m from site</li> <li>• Dedicated EVO parking on the 600 block of Belmont Street</li> </ul>

## PROJECT DESCRIPTION

The applicant is proposing to replace seven existing parking spaces and a portion of resident storage and locker areas with five new residential units within an existing 56 unit residential rental building. Two studio units of approximately 538.5 sq. ft. (50 sq. m.) and three one-bedroom units between 536.5 and 668.1 sq. ft. (49.8 and 62.1 sq. m.) are proposed. The units would be located adjacent to remaining storage and locker areas and near to the elevator, laundry, and parking. The proposed renovation plan is provided in Figure 2 below:

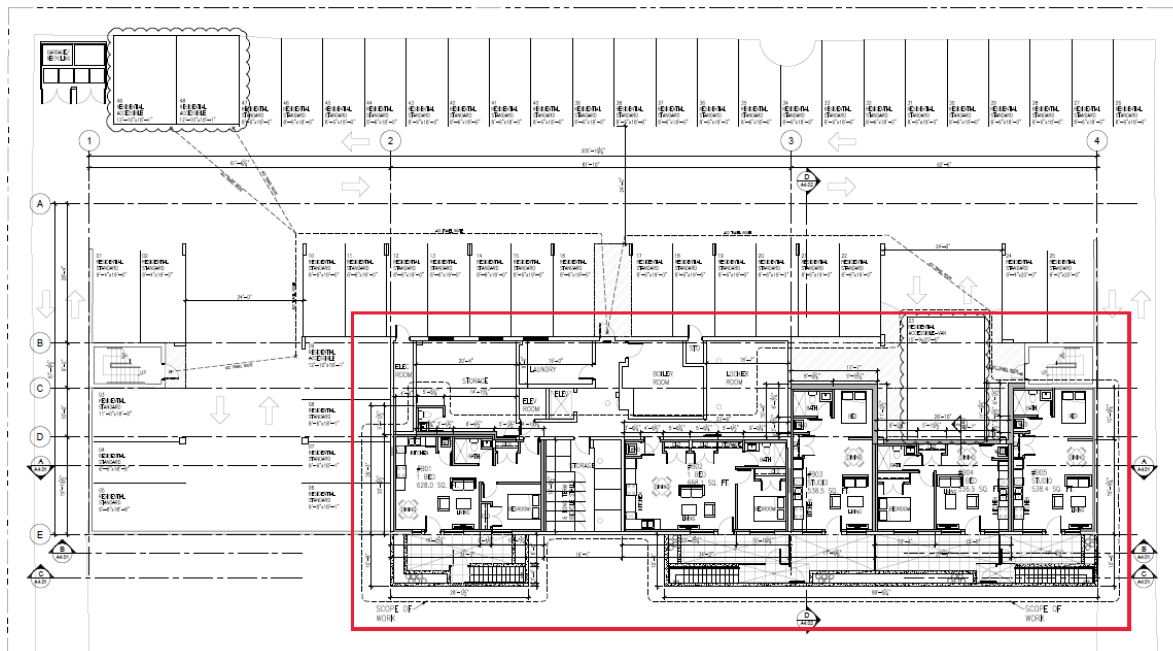


Figure 2: Proposed Renovation Plan

Units would be added in the below-grade portion of the parking and storage area. Due to the sloped nature of the site, the north elevation of the units would be below-grade, and the south portion at-grade. Windows and patio wells would be located along the north side of each unit. Street access would be provided from the north elevation via stairs leading from the below-grade patio wells to pathways connected to Eighth Street. At-grade accessible entries would be provided for Units B01 and B02 from the lobby area at the basement level. These two units would have the option of accessing the street via the nearby elevator.

The proposal would reduce off-street parking from 56 spaces currently provided to 49 spaces. Though the additional units have been proposed in areas previously served by parking, no potential vehicle and resident conflicts have been identified. The proposal would result in 0.8 spaces per residential unit and no visitor parking would be provided. Though a net decrease in parking is proposed, three accessible parking stalls and one accessible van parking stall would be provided, exceeding that required by the Zoning Bylaw (Sec. 145.4).

All existing and proposed rental units (61 units total) would be secured with a Housing Agreement for 60 years or the life of the building, whichever is longer.

## **DISCUSSION**

### **Requested Variance**

A variance to the current parking requirements is requested, such that the proposal would reduce the parking provision by 21% (13 spaces), which is less than the City's current Zoning Bylaw parking requirements for residential rental uses.

The applicant has requested the reduced parking rate be considered given the proximity to the FTN and the low use of existing parking supply. At 0.8 spaces per unit, the proposed provisions are similar to requirements under the same Bylaw for secured market rental sites located within the Downtown neighbourhood (i.e., 0.6 space per unit for bachelor and one-bedroom, 0.8 space per unit for two or more bedrooms). Based on a survey completed in April on utilization of the current parking supply, only 15 of the existing 56 stalls are assigned to residents, with 14 stalls (25%) in use by non-building neighbourhood residents and 27 stalls (48%) vacant (with an overall building vacancy rate of 1.8%).

## **ANALYSIS**

### **Off-Street Parking Reduction**

Given the proximity to transit and similarity of rates used in the Downtown neighbourhood, staff considers the variance for parking to be reasonable when accompanied by a commitment to measures that support active travel. Specifically, Transportation staff have recommended the provision of six short-term bicycle parking stalls. The applicant has agreed to provide a minimum of six short-term spaces, with the design of these spaces to be reviewed as part of the development permit process. The

applicant is also required to comply with the long-term bike parking requirements of the Zoning Bylaw for the new proposed units (1.25 spaces per unit). The applicant has proposed six long-term bike parking stalls in satisfaction of this requirement.

### **Secured Market Rental Housing Agreement**

The site is currently zoned RM-2 Apartment (Low Rise). Under Section 190.49 – Amenity Density Bonus of the City’s Zoning Bylaw, density can be increased to a maximum of 1.8 FSR if an amenity contribution is made. Projects that propose secured rental residential units are exempt from the requirements of an amenity contribution. The current density of 1.17 floor space ratio (FSR) would be increased to 1.26 FSR with the addition of the five units. The applicant has agreed to extend the Housing Agreement to cover all 61 rental units within the project and would therefore be exempt from an amenity contribution. The Housing Agreement Amendment Bylaw is included in Attachment 4.

The following principles have been used (and agreed to by the owner/developer) for structuring the Housing Agreement Bylaw. The signed letter from the developer/owner agreeing to these principles is included as Attachment 5 to this report:

1. The owner(s) will operate the building located at 520 Eighth St, New Westminster (the “Building”), and all dwelling units therein, for rental purposes only and will obtain a business licence from the City of New Westminster for the operation of these rental units. The management and maintenance of the rental units will be expected to comply with all relevant provisions of the Residential Tenancy Act and any other applicable provincial legislation and City bylaws, including The City of New Westminster Business Regulations and Licensing (Rental Units) Amendment Bylaw No 8130 (2019).
2. Article 2 (Use and Construction of Lands and Secured Rental Units) and Article 3 (Disposition and Acquisition of Secured Rental Units) of any Housing Agreement registered against title to 520 Eighth St will be attached to every tenancy agreement created at or after the time of execution of such Housing Agreement by the City and the owner(s).
3. All units in the Building must be owned and managed by one entity.
4. All dwelling units in the Building shall be rented for long-term rental uses and all tenancies beginning on or after the time of execution of a Housing Agreement by the City and the owner(s) must be one month or longer.
5. The owner(s) will not require a tenant(s) or any permitted occupant of the Building to pay any extra charges or fees for property or similar tax.
6. All principles of this housing agreement will apply to existing rental units and any subsequent rental units developed within this property, including the five market rental units that are proposed to be developed as part of the building permit application for this project.
7. The rental tenure will be guaranteed for 60 years or the life of the building.

8. The Owner(s) will operate the housing as market rental units. The Housing Agreement will not provide restrictions on eligibility or market rent.

## **REVIEW PROCESS**

The review steps for this application are:

1. Report to Council for First, Second and Third Readings of the Housing Agreement Bylaw No. 8273, 2022 and to request that Council issue notice that it will consider issuance of a Development Variance Permit for the proposed parking **(WE ARE HERE)**;
2. Council consideration of Adoption of Housing Agreement Bylaw;
3. Finalization and Registration of the Housing Agreement at the Land Titles Office;
4. Council consideration of the Development Variance Permit;
5. Consideration of Development Permit application and issuance by the Director of Climate Action, Planning and Development.

## **Consultation**

As per the Council resolution on July 12, 2021 the development review process for Development Variance Permits no longer requires an Opportunity to be Heard. However, notices would be sent to surrounding residents by the Legislative Services Department to provide an opportunity for written feedback.

## **INTERDEPARTMENTAL LIAISON**

This report was written with input from the Engineering Department.

## **OPTIONS**

The following options are provided for Council's consideration:

1. That Council consider Housing Agreement Bylaw 8273, 2022 for first, second, and third reading in order to require all residential units to be secured market rental housing;
2. That Council, should the Housing Agreement Bylaw No. 8273, 2022 be adopted, direct the Mayor and Corporate Officer to execute the Housing Agreement.
3. That Council provide notice that it will consider issuance of a Development Variance Permit (DVP00691) to reduce the number of required off-street parking spaces to 21% below the standard Zoning Bylaw requirements for secured market residential;

4. That Council endorse that six long-term bicycle parking spaces and six short-term bicycle parking spaces be included as part of the Development Permit application for 520 Eighth Street, should the Development Variance Permit (DVP00691) be approved by Council; or
5. That Council provide staff with alternative feedback.

Staff recommends Options 1, 2, 3, and 4.

### **ATTACHMENTS**

Attachment 1: Policy and Regulations  
Attachment 2: Rationale Letter and Project Drawings  
Attachment 3: Project Statistics  
Attachment 4: Housing Agreement Bylaw 8273, 2022  
Attachment 5: Housing Agreement Principles Letter

This report was prepared by:  
Wendee Lang, Planning Analyst  
Tristan Johnson, Senior Planning Analyst

This report was reviewed by:  
Rupinder Basi, Supervisor of Development Planning  
Lynn Roxburgh, Acting Supervisor of Land Use Planning and Climate Action

This report was approved by:  
Emilie K. Adin, Director of Climate Action, Planning and Development  
Lisa Spitale, Chief Administrative Officer

# Attachment 1

## *Policy and Regulations*



## **POLICY AND REGULATIONS**

### **Official Community Plan**

The subject property is designated (RM) Residential – Multiple Unit Buildings. The purpose of this designation is to provide a mix of small to moderate sized multiple unit residential buildings in the form of townhouses, rowhouses, stacked townhouses and low rises. This proposal would be consistent with the designation.

### **Development Permit Area**

The subject property is located within the Mainland - Multiple Unit Residential Development Permit Area. The intent of this DPA designation is to “integrate multi-unit housing forms into the city’s single detached dwelling and ground oriented housing neighbourhoods.”

This area is designated with the following purposes:

- Establishment of objectives for the form and character of multi-family residential development;
- Protection of the natural environment, its ecosystems and biological diversity (as outlined in the Justification section of this schedule); and
- Establishment of objectives to promote energy conservation (as outlined in the Justification section of this schedule).

A copy of the proposed DPA guidelines for the Mainland – Multiple Unit Residential Development Permit Area can be accessed at the following weblink below:

[https://www.newwestcity.ca/database/files/library/OCP\\_DPA\\_1.4\\_Multiple\\_Units\\_Residential\\_\(Consolidated\\_June\\_2020\).pdf](https://www.newwestcity.ca/database/files/library/OCP_DPA_1.4_Multiple_Units_Residential_(Consolidated_June_2020).pdf)

### **Zoning Bylaw**

The subject property is zoned RM-2 Apartment Low Rise. The intent of this zone is to allow low-rise apartment development with an opportunity for increased density upon amenity provision conditions being met.

### **Affordable Housing Strategy**

The first goal in the City’s Affordable Housing Strategy (2010) is to preserve and enhance New Westminster’s stock of safe, affordable and appropriate rental housing.

### **Secured Market Rental Housing Policy**

The Secured Market Rental Housing Policy was adopted on May 13, 2013 and revised on January 9, 2017. One of the objectives for this policy is the renewal of the rental housing stock, specifically:

- Increase investment into the existing purpose-built rental housing stock.
- Increase the life span of the existing stock.
- Improve the operating costs of the purpose-built rental housing stock.

The incentives available through the renewal of the rental housing stock portion of this program are:

- Use the density bonus program to permit the construction of additional secured market rental units on site (up to 10% of the number of existing units), including the conversion of unused storage or recreation areas for additional units (subject to livability/Building Code issues being addressed).
- Eliminate the parking requirement for additional secured rental units created in existing buildings.
- Consider including existing rental buildings in a future phase of the Building Energy Efficiency Program that is part of the Community Energy & Emissions Plan.
- Consider relaxations to Engineering servicing requirements when adding new units.

### **Housing Agreements and Covenant**

The recommended process to secure the building as market rental housing is through entering into a Local Government Act Section 483 Housing Agreement with the developer that is paired with a Land Title Act Section 219 Covenant on title. The Housing Agreement would need to be considered and adopted by Council. The Housing Agreement would be signed and registered with the Land Title Office.

### **Family Friendly Housing Policy**

As this project is only adding five units, the Family-Friendly Housing Policy requirements for number of two and three bedroom units, which becomes applicable in development applications with 10 or more residential units added, does not apply to this project.

Attachment 2  
*Rationale Letter and  
Project Drawings*

## 520 EIGHTH ST – PARKING RATIONALE LETTER

December 15, 2021

City of New Westminster  
Planning Department  
511 Royal Avenue  
New Westminster, BC V3L 1H9

Attention: Wendee Lang, Planning Analyst

520 Eighth St New Westminster B.C, V3M 3S1 is a 3-story apartment building with 56 existing rental units. There is one floor of parking below grade, with 56 existing parking stalls. In the parking below there is existing storage and locker rooms.

We have proposed to re-use a portion of the existing storage and locker room areas and seven existing parking stalls to convert this area into 5 additional rental units: two studio units and three 1 bed units. All five rental units are over the recommended 350 SF and 525 SF from the B.C Housing Design Guidelines and Construction Standards. Unit#01 628.0 SF. Unit #02 668.1 SF. Unit #03 538.5 SF. Unit #04 536.5 SF. Unit #05 538.4 SF. All five units will have exterior entry from the patio wells along Eighth St. Units # 01 and #02 will also have interior access from the lobby area in the basement level. The patio wells will have stairs coming down from grade, as well as planters stepping up to grade. The patio wells will allow for ample sunlight to shine into the principal parts in the new rental units.

Presently there are 56 existing parking stalls. Upon surveying residents, it was found only 15 stalls are in use by residents, 14 stalls are in use by non-building residents living around the neighborhood and 27 stalls remain vacant. We will propose the relocation of 1 Accessible parking stall on the west side of the parkade. After upgrading the parking stalls into Rental Housing Units, the site will retain 49 parking stalls. Presently there are two existing Accessible parking stalls, & 2 Accessible parking stalls will remain along with an additional Accessible parking stall and a Van accessible parking stall, totaling to 4 Accessible parking stalls. There are no existing compact stalls.

Universally Accessible paths of travel identified on the proposed plan. Direct paths from the Accessible parking stalls to primary building entrances from the parkade identified. Accessible parking stalls not used as part of Accessible travel routes.

Residential & visitor parking stalls reductions consistent with New Westminster Seven Bold Step Program. Previously in 2019, New Westminster Council declared a climate emergency. One of the Seven Bold steps outlined by City is, Car Light Communities. The goal is for 60% of all trips within the City to be by sustainable modes of transportation. (Walk, Transit, Bicycle, Multi Occupant shared)

The 520 Eighth St site is on the Eighth Street Frequent Transit Network Corridor. A quick 1-minute walk will lead you to Frequent Transit Bus stops. The site is 67m from a Frequent Transit Bus stop, and 130m from another Frequent Transit Bus stop in the other direction. Most tenants in the

## 520 EIGHTH ST – PARKING RATIONALE LETTER

building currently use Public Transportation as it is most beneficial for them. Most rental tenants do not own a personal vehicle. If they had their own vehicles, they would be renting parking stalls.

Approximately 28% of work commutes in New Westminster are taken by public transit every day. Integration of higher quality and more convenient transit connections can shift residents to optimize public transit over personal vehicles and result in a more balanced and sustainable transportation system. Frequent Transit Network Routes offer service every 15 minutes throughout the day, evenings, and weekends.

The site is also within a 5-minute walking distance to a variety of Markets, Restaurants, Shops and Religious Services in the Up-Town Neighbourhood.

Existing Parking stalls provided on site range from \$30 - \$50 per month fee set by building management for each tenant.

3 storage rooms proposed in the basement level. 6 long term bicycle stalls proposed in storage room directly across from main building entry in the parkade, conveniently located, Will be accessible to residents of the building only. Electric outlets shall be provided in all bicycle storage facilities. Long term Bicycle parking entry 21'-0 (6.4m) from Basement Level building entry. Long term bicycle stalls designed per Section 150 Zoning Bylaw

12 short term bicycle stalls (11'-7" x 10'-8 ¼") proposed on the North side of the main level of the building. Short term bicycle parking to be well lit. Directional signage to be provided from principal building entrance. Short Term Bicycle stalls designed per Sec. 150.16 – 150.19 Zoning Bylaw.

The existing garbage/ recycling area to be enclosed with Architectural wood screen. Additional garbage & recycling bins to be added to accommodate additional units. Currently the tenants exit the basement level and dispense of their waste in the existing bins. The same route will remain. Units #01-02 will be able to exit the basement level and go through the same process. Tenants residing in units #03-05 will be able to walk up their patios and down the drive aisle to dispense of any garbage/recycling waste.

## 520 EIGHTH ST – PARKING RATIONALE LETTER

### PARKING RESIDENTIAL

EXISTING 520 EIGHTH ST PARKING (NEW WESTMINSTER)		STALLS
RESIDENTIAL	9'-0" x 17'-4" (2.74m X 5.30m)	5
	8'-6" x 17'-4" (2.59m x 5.30m)	10
VISITOR	9'-0" x 17'-4" (2.74m X 5.30m)	6
	8'-6" x 17'-4" (2.59m x 5.30m)	33
ACCESSIBLE	12'-10" x 18'-1" (3.9m x 5.5m)	2
TOTAL EXISTING STALLS		56

### PARKING RESIDENTIAL

REQUIRED PARKING (NEW WESTMINSTER)		UNITS	STALLS	REFERENCE
SECURED RENTAL RESIDENTIAL UNITS	1.0 SPACE PER DWELLING UNIT	56	56	150.8.7 (a)
VISITOR	0.1 VISITOR PARKING SPACES PER DWELLING UNIT	56	6	150.8.7 (c)
TOTAL RESIDENTIAL STALLS REQUIRED			62	STALLS REQUIRED

\*FOR EVERY 70 SPACES, 3 STALLS MUST BE ACCESSIBLE

PARKING RESIDENTIAL		
PROPOSED 520 EIGHTH ST PARKING (NEW WESTMINSTER)		STALLS
RESIDENTIAL	9'-4" x 19'-0" (2.84m X 5.79m)	2
	11'-0" x 18'-8" (3.35m x 5.69m)	1
	8'-6" x 18'-8" (2.59m x 5.69m)	1
	9'-8" x 18'-8" (2.95m x 5.69m)	1
	9'-8" x 18'-1" (2.95m x 5.51m)	1
	8'-6" x 18'-1" (2.59m x 5.51m)	2
	8'-6" x 19'-0" (2.59m x 5.79m)	13
	9'-4" x 20'-0" (2.84m x 6.10m)	1
	9'-2" x 20'-0" (2.79m x 6.10m)	1
	8'-6" x 18'-0" (2.59m x 5.49m)	22
ACCESSIBLE	12'-10" x 18'-1" (3.91m x 5.51m)	3
	15'-9" x 25'-0" (4.80m x 7.62m)	1
TOTAL PROPOSED STALLS		49

EIGHTH ST  
APTS RENO  
520 EIGHTH STREET  
NEW WESTMINSTER, B.C.

ARCHITECTURAL:

- A1.00 COVER SHEET , SITE PLAN, LIST OF DRAWINGS & PROJECT INFORMATION
- A1.50 DEMOLITION PLAN - BASEMENT FLOOR
- A2.01 PROPOSED RENOVATED PLAN - BASEMENT FLOOR  
A2.02 ENLARGED RENOVATED PLAN - BASEMENT FLOOR
- A2.10 EXISTING - MAIN FLOOR PLAN  
A2.11 EXISTING - SECOND & THIRD FLOOR PLAN
- A2.20 PROPOSED RENO PLAN - FSR OVERLAY  
A2.21 EXISTING MAIN FLOOR PLAN - FSR OVERLAY  
A2.22 EXISTING SECOND & THIRD FLOOR PLAN - FSR OVERLAY
- A3.01 NORTH & WEST ELEVATIONS  
A3.02 SOUTH & EAST ELEVATIONS  
A4.01 AA, BB & CC BUILDING SECTIONS  
A4.02 DD BUILDING SECTION

CODE ANALYSIS

ITEM	BRITISH COLUMBIA BUILDING CODE 2018	REFERENCE
1. PROJECT DESCRIPTION	RENOVATIONS	PART 3
2. BUILDING AREA (SM)(EXISTING)	3,446 SM (37,102 SF)	1.4.1.2
3. NUMBER OF STOREYS	4 STOREY	3.2.1.1.(3)
4. BUILDING HEIGHT	4 STOREY	3.2.1.1.(3)
5. NUMBER OF STREETS	1	3.2.2.10 & 3.2.5.5
6. BUILDING CLASSIFICATION	GROUP C,(UP TO 4 STOREYS) NON COMPLIANT GRANDFATHER	3.2.2.51
7. SPRINKLER SYSTEM	PARTIAL PARKADE -- PROPOSED UNITS SPRINKLERED	-
8. STANDPIPE REQUIRED	NO	3.2.5.8
9. FIRE ALARM REQUIRED	YES	3.2.4.1
10. WATER SUPPLY ADEQUATE	N/A	3.2.5.7
11. HIGH BUILDING	NO	3.2.6
12. PERMITTED CONSTRUCTION	COMBUSTIBLE	-
13. EMERGENCY LIGHTING	YES, AT EXITS	3.2.7.3.(i)(i)
14. RENOVATED UNIT AREAS		-
	#B-01 58.3 SM (628.0 SF) #B-02 62.0 SM (668.1 SF) #B-03 50.0 SM (538.5 SF) #B-04 49.8 SM (536.5 SF) #B-05 50.0 SM (538.4 SF) TOTAL 270.1 SM (2909.5 SF)	
15. EXIT WIDTH REQUIRED	800mm (ALL EXISTING)	TABLE 3.4.3.2.A
16. BARRIER-FREE DESIGN	NO	3.8
17. HAZARDOUS SUBSTANCES	NO	3.3.6
18. REQUIRED FIRE RESISTANCE RATING (FRR)		
18.1. FLOORS	45 MINUTES	3.2.2.52
18.2. LOADBEARING WALLS	45 MINUTES	3.2.2.52
18.3. ROOF	45 MINUTES	3.2.2.52
19. SEPARATION OF SUITES		
19.1. GROUP C	45 MINUTES	3.2.2.52
20. PUBLIC CORRIDOR SEPARATIONS	45 MINUTES	3.3.1.4 (2)
21. EGRESS DOORWAYS	1 EXIT REQUIRED 1 EXIT PROVIDED	3.4.2.1.(2)
22. TRAVEL DISTANCE	BASEMENT 30M (98.42FT)	3.4.2.5.1.(F)

DOOR SCHEDULE					
No.	LOCATION	WIDTH	HEIGHT	THICKNESS	DESCRIPTION
D101	UNIT ENTRY	3'-0"	6'-8"	0'-1 3/4"	45 F.R.R.
D102	BATH	2'-10"	6'-8"	0'-1 3/4"	
D103	CLOSET	2'-6"	6'-8"	0'-1 3/4"	
D104	CLOSET	(2) X 2'-0"	6'-8"	0'-1 3/4"	
D105	GATE	3'-0"	3'-6"	0'-2"	ENTRY GATE

WINDOW SCHEDULE					
No.	LOCATION	WIDTH	HEIGHT	DESCRIPTION	FACE
G1	LIVING	5'-0"	3'-6"		NORTH
G2	BED	4'-0"	3'-6"		NORTH
G3	LIVING	3'-0"	3'-6"		NORTH
G4	KITCHEN	2'-0"	3'-6"		NORTH

CONSTRUCTION ASSEMBLIES

WE - EXISTING WALL

W1 - TYP. INTERIOR WALL (PARTITION WALL)

- 1 LAYER 1/2" GYPSUM WALLBOARD
- 2"x4" WOOD STUDS @ 16" O.C.
- 1 LAYER 1/2" GYPSUM WALLBOARD

W2 - FURRING WALL (1 HR FIRE RATED)  
ULC DES W301 EQUIVALENT OR BETTER

- 2 LAYERS 5/8" TYPE "X" GYPSUM WALLBOARD
- 2"x4" WOOD STUDS @ 16" O.C.
- ACOUSTIC BATT INSULATION
- EXISTING CONCRETE WALL

W3 - WET WALL

- 2"x6" WOOD STUDS @ 16" O.C.
- 1 LAYER 1/2" GYPSUM WALLBOARD

W4 - TYP. EXTERIOR CONCRETE WALL

- 8" CONCRETE WALL c/w WATERPROOFING TO OUTSIDE FACE

W5 - EXTERIOR WALL (1.5 FIRE SEPERATION)

- 2 LAYERS 5/8" TYPE "X" GYPSUM WALLBOARD
- 2"x8" STEEL STUDS @ 16" O.C.
- ACOUSTIC BATT INSULATION
- PLYWOOD SHEATHING
- CEMENT STUCCO (TO MATCH EXISTING)

W6 - TYP. PARTY WALL (1 HR FIRE SEPERATION)  
APPENDIX 'A' TABLE A-9.10.3.1.A, WALL TYPE W13b, STC57

- 1 LAYER 5/8" TYPE "X" GYPSUM WALLBOARD
- 2"x4" STEEL STUDS @ 16" O.C.
- 1" AIR GAP
- 2"x4" STEEL STUDS @ 16" O.C.
- 1 LAYER 5/8" TYPE "X" GYPSUM WALLBOARD

FE - EXISTING FLOOR

1 SITE PLAN

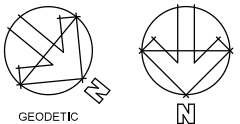
A1.00 3/32"=1'-0"

PARKING REQUIREMENTS

DISTRICT (NEW WEST)		REFERENCE
BROW OF THE HILL		150.8
UNIT CALCULATION	UNITS	REFERENCE
APARTMENT UNITS – EXISTING	56	–
APARTMENT UNITS – PROPOSED	5	–
TOTAL APARTMENT UNITS	61	–
FSR		
EXISTING	1.17	
NEW	1.26	
PARKING CALCULATION	STALLS	REFERENCE
PARKING STALLS – EXISTING	56	–
PARKING STALLS – PROPOSED	49	150.8.7
NUMBER OF ADDITIONAL PARKING STALLS	0	150.8.8.(a)
<b>RENOVATION INFORMATION</b>		
RENOVATED UNIT AREA 2909.5 SF		

NOTES

BUILDING 100% SECURED RENTAL RESIDENTIAL UNITS AS PER B/L 7688, 2014  
PLANS & DESIGN TO BCBC 2018  
CLIMATE ZONE 4, COMPLIANCE PATH: PRESCRIPTIVE  
MONITORED FIRE ALARM SYSTEM  
ANY PENETRATIONS THROUGH REQUIRED FIRE SEPARATIONS MUST BE PROPERLY FIRE STOPPED  
ALL SMOKE DETECTION AND ALARMS WILL BE PROPERLY FUNCTIONING  
ALL DOORS AND EXITS IN THE PUBLIC CORRIDOR WILL BE PROPERLY LATCHING  
ALL REQUIRED HANDRAILS AND GUARDRAILS WILL BE SECURED IN PLACE



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THE CONSTRUCTOR SHALL CHECK AND VERIFY ALL DIMENSIONS AND REPORT ALL ERRORS AND OMISSIONS TO THE DESIGNER.  
**DO NOT SCALE THE DRAWINGS.**  
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#701- 625 Fifth Avenue  
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V3M 1X4  
(604) 619-0529

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www.billardarchitecture.ca

PROJECT  
**520 - EIGHTH STREET  
RENOVATION**  
NEW WESTMINSTER, BC

THIS ADDRESS IS LOCATED ON THE TRADITIONAL TERRITORY OF THE GAYQAT' FIRST NATION AND THE COAST SALISH PEOPLE

SHEET TITLE  
**COVER SHEET &  
SITE PLAN**

SCALE: 3/32"=1'-0"  
DRAWN BY: SH/TZ  
CHECKED BY: RB  
SHEET NO.  
**A1.00**  
Page 140 of 302  
FILE: 20BA08



WALL LEGEND:  
- - - - - WALLS TO BE DEMOLISHED  
AND DOORS TO BE  
REPLACED. MAKE GOOD  
BEFORE NEW CONSTRUCTION  
-NEW DOOR OPENING

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LANDSCAPE AND INTERIOR DESIGN DISCIPLINE DRAWINGS  
FOR INFORMATION RELATING TO THOSE DISCIPLINES.

5	2021.09.17	ISSUE FOR DP/DVP REVISION 4
4	2021.08.11	ISSUE FOR DP/DVP REVISION 3
3	2021.06.30	ISSUE FOR DP/DVP REVISION 2
2	2021.06.07	ISSUE FOR DP/DVP REVISION 1
1	2021.04.12	ISSUE FOR DP/DVP
NO.	DATE	REVISION

DESIGN CONSULTANT



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SEAL

PROJECT

520 - EIGHTH STREET  
RENOVATION  
NEW WESTMINSTER, BC

THIS ADDRESS IS LOCATED ON THE TRADITIONAL  
TERRITORY OF THE QAYQAYT FIRST NATION AND  
THE COAST SALISH PEOPLE

SHEET TITLE

DEMOLITION PLAN /  
EXISTING PARKING PLAN

SCALE:

1/8"=1'-0"

DRAWN BY:

SH/TZ

CHECKED BY:

RB

SHEET NO.

A1.50

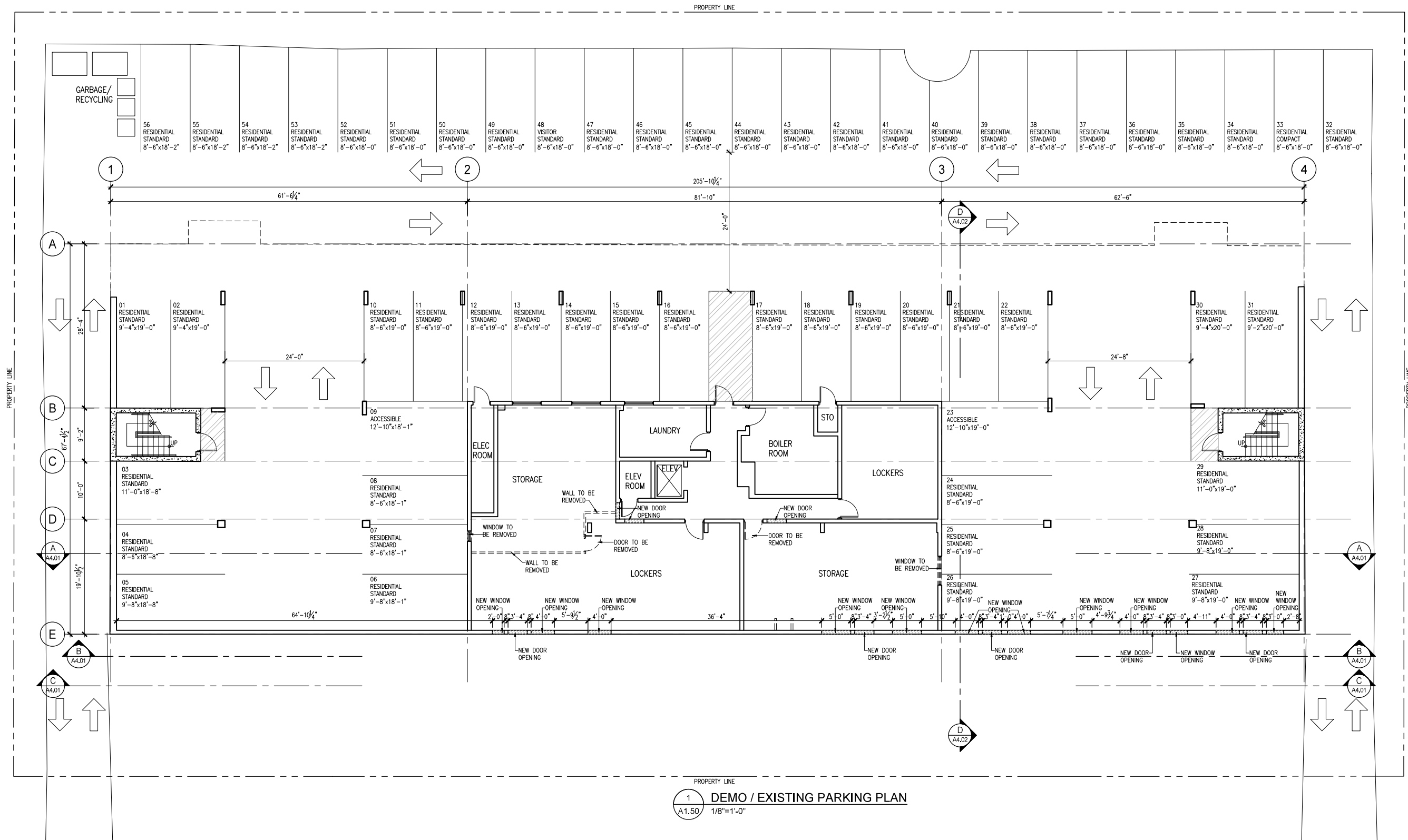
DATE:

202408

FILE:

202408

Page 111 of 302



1 DEMO / EXISTING PARKING PLAN  
A1.50 1/8"=1'-0"



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1	2021.04.12	ISSUE FOR DP/DVP
NO.	DATE	REVISION

DESIGN CONSULTANT



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V3M 1X4  
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SEAL

PROJECT

**520 - EIGHTH STREET  
RENOVATION**

NEW WESTMINSTER, BC

THIS ADDRESS IS LOCATED ON THE TRADITIONAL  
TERRITORY OF THE QAYQAT FIRST NATION AND  
THE COAST SALISH PEOPLE

SHEET TITLE

**ENLARGED  
RENOVATION PLAN**

SCALE:

3/16"=1'-0"

SHEET NO.

DRAWN BY:

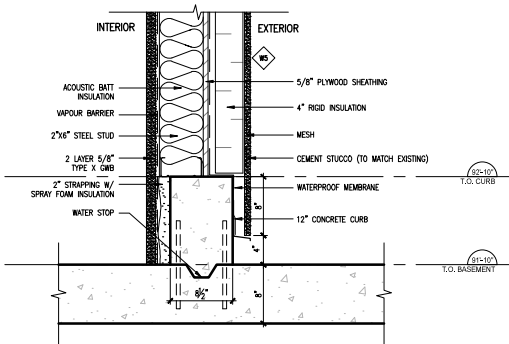
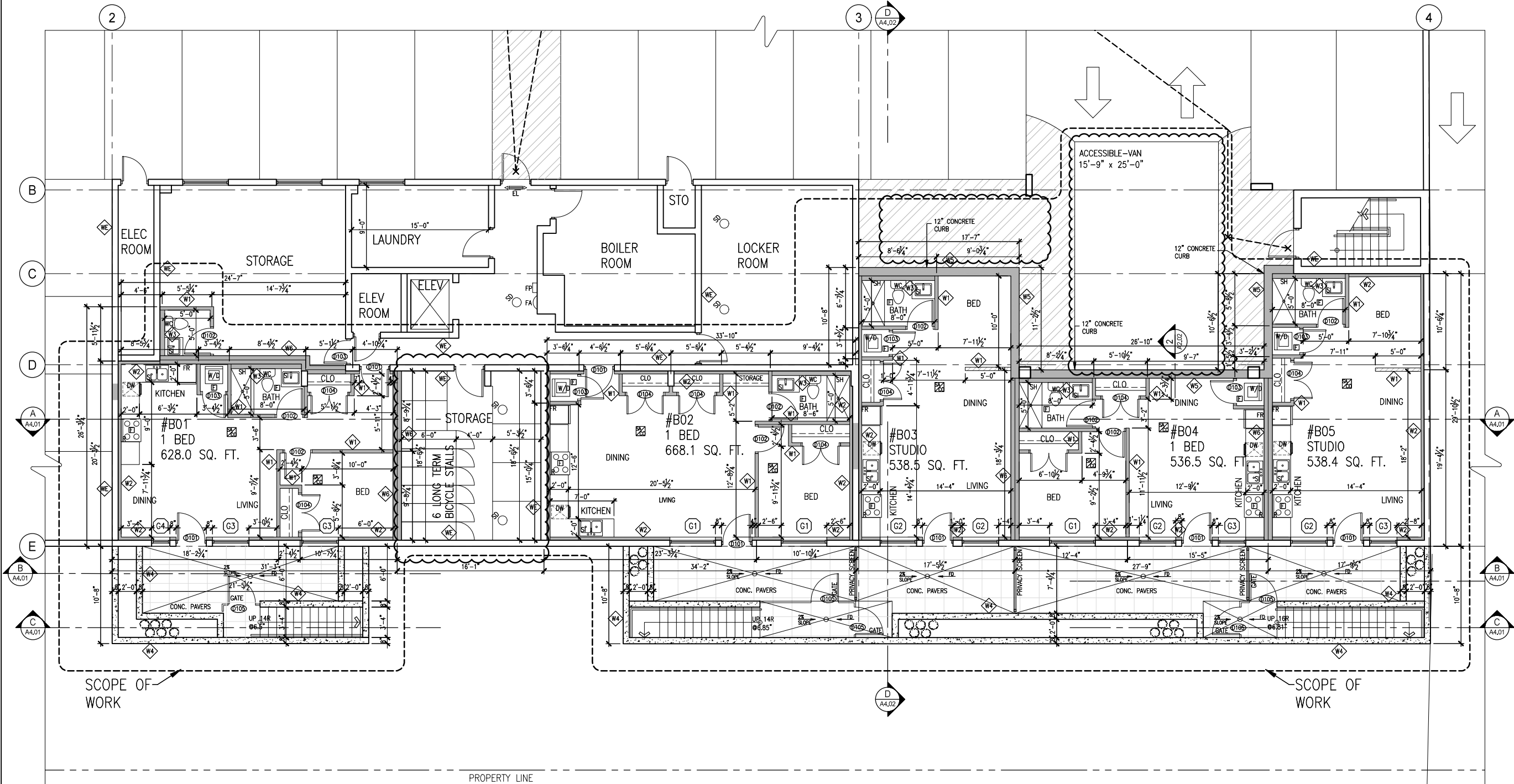
SH/TZ

CHECKED BY:

RB

**A2.02**

Page 113 of 302



2 EXTERIOR WALL CURB DETAIL  
1/8"=1'-0"

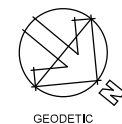
1 ENLARGED RENOVATION FLOOR PLAN  
3/16"=1'-0"

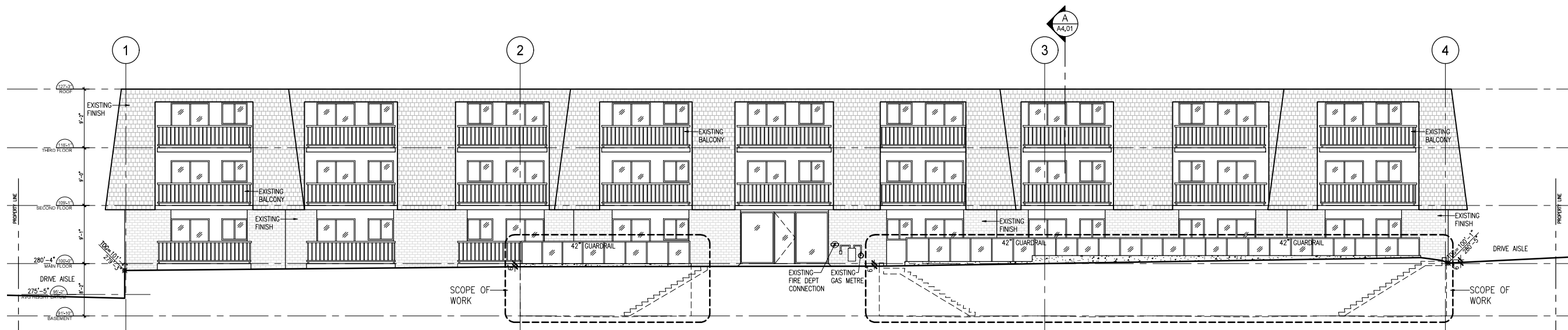
**WALL LEGEND:**

- NEW FULL HEIGHT WALLS  
TO BE CONSTRUCTED
- NEW LOW WALLS 48" HEIGHT  
TO BE CONSTRUCTED
- NEW CONCRETE WALLS TO  
BE CONSTRUCTED

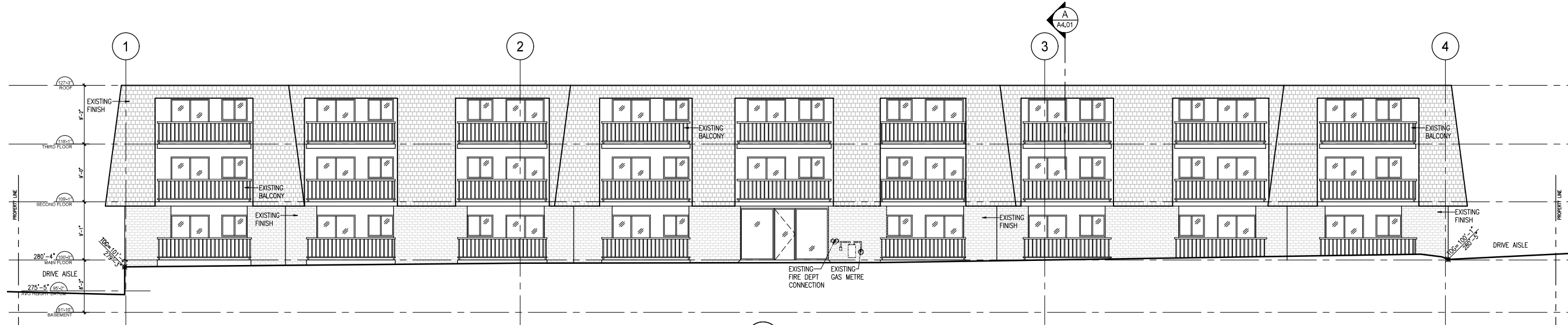
**SYMBOL LEGEND:**

- SMOKE ALARM/CARBON  
MONOXIDE DETECTOR
- EXHAUST FAN
- FIRE ALARM PULL STATION
- FIRE ALARM
- SMOKE DETECTOR
- EMERGENCY LIGHTING AS  
PER 3.2.7.3

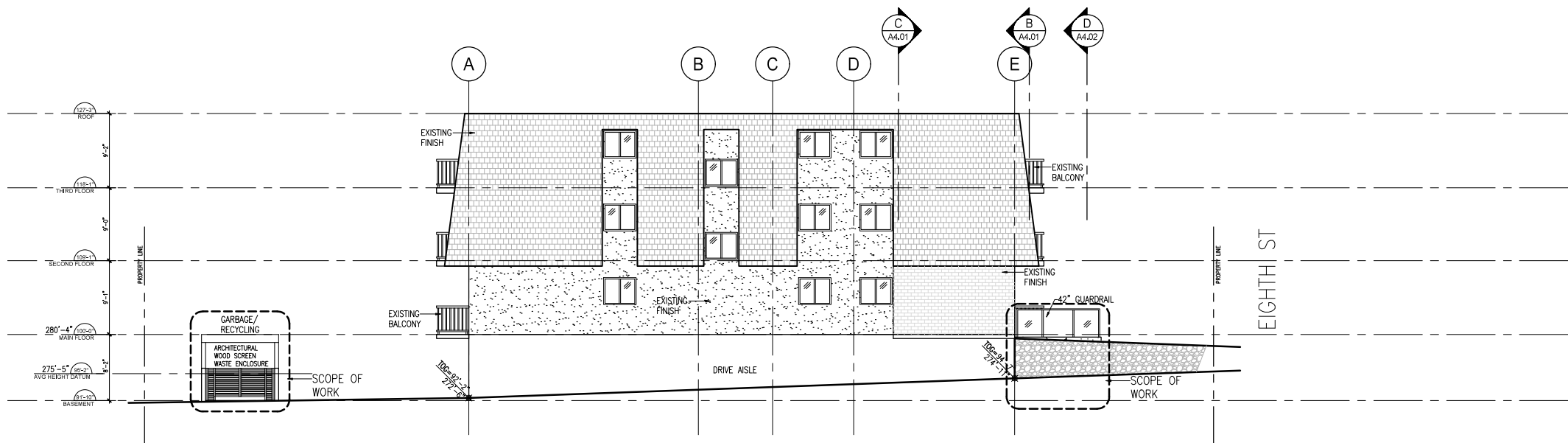




1 PROPOSED NORTH ELEVATION  
A3.01 1/8"=1'-0"



2 EXISTING NORTH ELEVATION  
A3.01 1/8"=1'-0"



3 PROPOSED EAST ELEVATION  
A3.01 1/8"=1'-0"

ALL RIGHTS RESERVED. PROPERTY OF THE ARCHITECTS.  
USE OR REPRODUCTION PROHIBITED WITHOUT PRIOR  
WRITTEN PERMISSION.

THE CONSTRUCTOR SHALL REVIEW THE DOCUMENTS FOR  
CONFORMANCE WITH CODES AND BY-LAWS AND SHALL  
ADVISE THE ARCHITECTS OF ANY DISCREPANCIES.

THE CONSTRUCTOR SHALL CHECK AND VERIFY ALL  
DIMENSIONS AND REPORT ALL ERRORS AND OMISSIONS TO  
THE DESIGNER.

**DO NOT SCALE THE DRAWINGS.**

THIS DRAWING IS INTENDED FOR INFORMATION ONLY.

THE CONSTRUCTOR AND ANY PERSON USING THIS DRAWING  
FOR INFORMATION ARE ADVISED TO REFER TO CIVIL,  
STRUCTURAL, MECHANICAL, SPRINKLER, ELECTRICAL,  
LANDSCAPE AND INTERIOR DESIGN DISCIPLINE DRAWINGS  
FOR INFORMATION RELATING TO THOSE DISCIPLINES.

NO.	DATE	REVISION
5	2021.09.17	ISSUE FOR DP/DVP REVISION 4
4	2021.08.11	ISSUE FOR DP/DVP REVISION 3
3	2021.06.30	ISSUE FOR DP/DVP REVISION 2
2	2021.06.07	ISSUE FOR DP/DVP REVISION 1
1	2021.04.12	ISSUE FOR DP/DVP

DESIGN CONSULTANT



#701 - 625 Fifth Avenue  
New Westminster, B.C. Canada,  
V3M 1X4  
(604) 619-0529  
info@billardarchitecture.ca  
www.billardarchitecture.ca

PROJECT  
**520 - EIGHTH STREET  
RENOVATION**  
NEW WESTMINSTER, BC

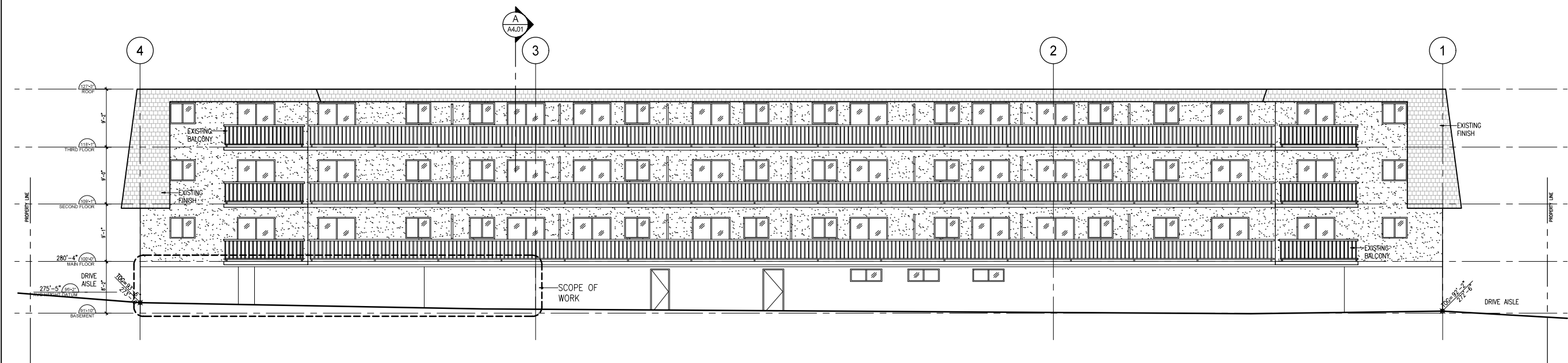
THIS ADDRESS IS LOCATED ON THE TRADITIONAL  
TERRITORY OF THE QAYQAYT FIRST NATION AND  
THE COAST SALISH PEOPLE

SHEET TITLE  
**NORTH & EAST  
ELEVATIONS**

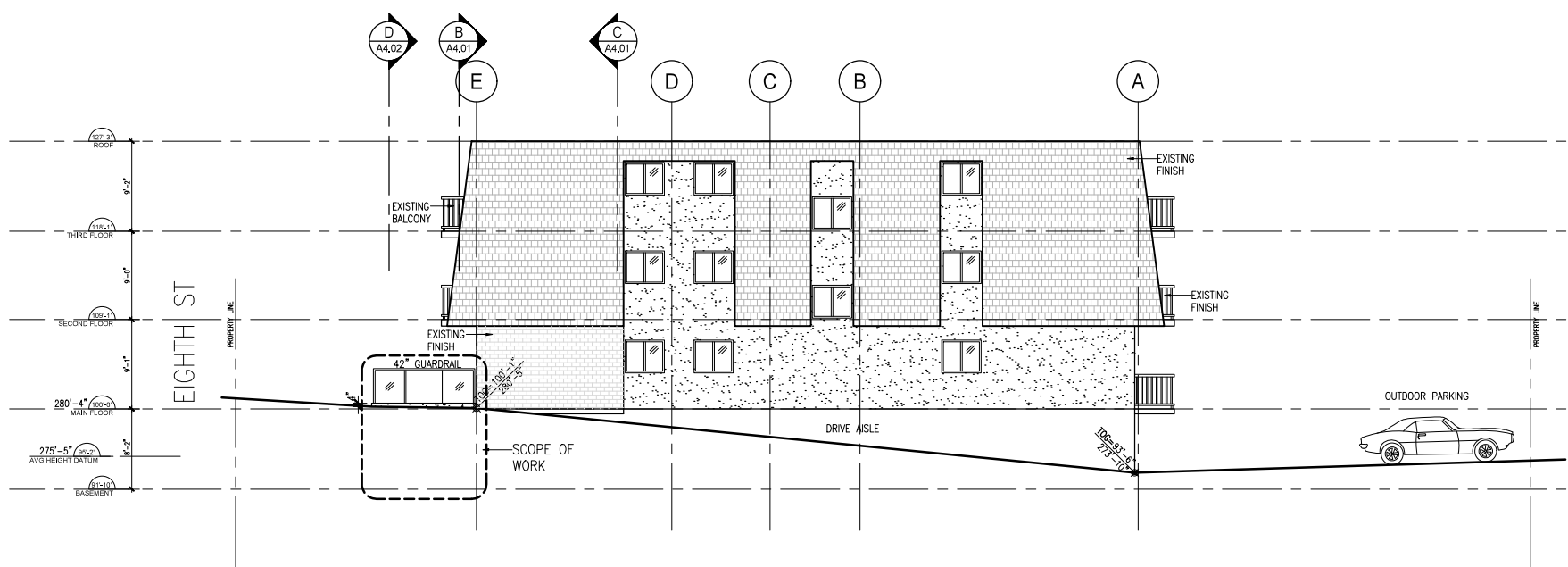
SCALE: 1/8"=1'-0"  
DRAWN BY: SH/TZ  
CHECKED BY: RB

SHEET NO.  
**A3.01**  
Page 114 of 302





1 PROPOSED SOUTH ELEVATION  
A3.02 1/8"=1'-0"



2 PROPOSED WEST ELEVATION  
A3.02 1/8"=1'-0"

ALL RIGHTS RESERVED. PROPERTY OF THE ARCHITECTS,  
USE OR REPRODUCTION PROHIBITED WITHOUT PRIOR  
WRITTEN PERMISSION.

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**DO NOT SCALE THE DRAWINGS.**

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2	2021.06.07	ISSUE FOR DP/DVP REVISION 1
1	2021.04.12	ISSUE FOR DP/DVP
NO.	DATE	REVISION

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SEAL

PROJECT

**520 - EIGHTH STREET  
RENOVATION**

NEW WESTMINSTER, BC

THIS ADDRESS IS LOCATED ON THE TRADITIONAL  
TERRITORY OF THE QAYQAYT FIRST NATION AND  
THE COAST SALISH PEOPLE

SHEET TITLE

**SOUTH & WEST  
ELEVATIONS**

SCALE: 1/8"=1'-0"

DRAWN BY: SH/TZ

CHECKED BY: RB

SHEET NO. **A3.02**

Page 115 of 302

## Attachment 3

### *Project Statistics*

## **PROJECT STATISTICS**

	<b>Existing Site</b>	<b>Proposed 5-Unit Addition</b>
Existing Site Area (gross)	31,637 sq. ft. (2,939 sq. m.)	Unchanged
Site Frontage	239.8 ft. (73.1 m.)	Unchanged
Existing Lot Depth	131.9 ft. (40.2 m.)	Unchanged
Floor Space Ratio	1.17	1.26
Floor Area (gross)	37,102 sq. ft. (3,446.8 sq. m.)	40,043.1 sq. ft. (3,720.1 sq. m.)
Residential Units	56 rental units	61 secured market rental units
Parking	Total provide = 56 spaces	Total provided = 49 spaces

Attachment 4  
*Housing Agreement*  
*Bylaw 8273, 2022*



**THE CITY OF NEW WESTMINSTER**

**HOUSING AGREEMENT (520 Eighth Street) BYLAW NO. 8273, 2022**

**A BYLAW TO ENTER INTO A HOUSING AGREEMENT UNDER SECTION 483 OF THE *LOCAL GOVERNMENT ACT***

---

**GIVEN THAT:**

- A. The owner of the lands (the “Owner”) within the City of New Westminster, British Columbia legally described as:

PID: 013-606-417

LOT 11 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-433

LOT 12 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-450

LOT 1 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-476

LOT 2 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

(the “**Lands**”)

wishes to construct dwelling units on the Lands.

- B. In connection with such construction, the Owner has agreed to use the Lands for rental housing in accordance with the terms of the Section 219 Covenant and Housing Agreement attached hereto as Schedule “A” (the “Housing Agreement”).

The Council of the City of New Westminster, in open meeting assembled,

**ENACTS AS FOLLOWS:**

1. This Bylaw may be cited for all purposes as “Housing Agreement (520 Eighth Street) Bylaw No. 8273, 2022”.
2. Council hereby authorizes the City of New Westminster to enter into the Housing Agreement with the Owner, substantially in the form attached hereto as Schedule “A”.

3. The Mayor and the Corporate Officer of the City of New Westminster are authorized to execute the Housing Agreement, substantially in the form attached hereto as Schedule "A", and the Corporate Officer is authorized to sign and file in the Land Title Office a notice of the Housing Agreement, as required by section 483 of the *Local Government Act*.

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_, 2022.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2022.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2022.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022.

---

Jonathan X Cote, Mayor

---

Jacque Killawee, City Clerk

**Schedule "A"**  
**Section 219 Covenant and Housing Agreement**

1. Application

**Kathleen Higgins  
 YOUNG ANDERSON  
 1616 808 Nelson Street  
 Vancouver BC V6Z 2H2  
 604-689-7400**

File: 239-1208  
 Covenant - Housing Agreement

2. Description of Land

PID/Plan Number	Legal Description
<b>013-606-417</b>	<b>LOT 11 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620</b>
<b>013-606-433</b>	<b>LOT 12 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620</b>
<b>013-606-450</b>	<b>LOT 1 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620</b>
<b>013-606-476</b>	<b>LOT 2 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620</b>

3. Nature of Interest

Type	Number	Additional Information
<b>COVENANT</b>		
<b>PRIORITY AGREEMENT</b>		<b>Granting the Covenant herein priority over Mortgage CA8427528 and Assignment of Rents CA8427529</b>

4. Terms

Part 2 of this instrument consists of:

**(b) Express Charge Terms Annexed as Part 2**

5. Transferor(s)

**520 EIGHTH STREET NOMINEE LTD., NO.BC1162975**  
**CANADA ICI CAPITAL CORPORATION (AS TO PRIORITY), NO.A0067505**

6. Transferee(s)

**CORPORATION OF THE CITY OF NEW WESTMINSTER**  
 511 ROYAL AVENUE  
 NEW WESTMINSTER BC V3L 1H9

7. Additional or Modified Terms

8. Execution(s)

This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Witnessing Officer Signature

Execution Date

Transferor Signature(s)

\_\_\_\_\_

YYYY-MM-DD

**520 EIGHTH STREET NOMINEE LTD.**

By their Authorized Signatory

(as to both signatures)

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Name:**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Witnessing Officer Signature

Execution Date

Transferor Signature(s)

\_\_\_\_\_

YYYY-MM-DD

**CANADA ICI CAPITAL CORPORATION**

By their Authorized Signatory

(as to both signatures)

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Name:**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.



Witnessing Officer Signature

Execution Date

Transferor Signature(s)

YYYY-MM-DD

**CORPORATION OF THE CITY OF NEW  
WESTMINSTER**

By their Authorized Signatory

\_\_\_\_\_  
(as to both signatures)

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Name:**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**Electronic Signature**

Your electronic signature is a representation that you are a designate authorized to certify this document under section 168.4 of the *Land Title Act*, RSBC 1996 c.250, that you certify this document under section 168.41(4) of the act, and that an execution copy, or a true copy of that execution copy, is in your possession.

**PART 2 – TERMS OF INSTRUMENT**

**HOUSING AGREEMENT AND COVENANT**  
**(Section 483 *Local Government Act* and Section 219 *Land Title Act*)**

**THIS AGREEMENT** is dated for reference the 18<sup>th</sup> day of August, 2021:

**BETWEEN:**

**520 EIGHTH STREET NOMINEE LTD., INC.NO. BC1162975**  
201 - 1367 West Broadway, Vancouver, British Columbia, V6H 4A7

(the “Owner”)

**AND:**

**CORPORATION OF THE CITY OF NEW WESTMINSTER,**  
511 Royal Avenue, New Westminster, British Columbia, V3L 1H9

(the “City”)

**WHEREAS:**

- A. Section 483 of the *Local Government Act* (British Columbia) permits the City to enter into housing agreements for the provision of affordable and special needs housing, which may include conditions in respect to the form of tenure of housing units;
- B. Section 219 of the *Land Title Act* (British Columbia) permits the registration of a covenant of a positive or a negative nature in favour of the City in respect of the use of and subdivision of land;
- C. The Owner owns the Lands (hereinafter defined) and the Building thereon, which currently contains 56 rental Dwelling Units, and it wishes to construct five additional rental Dwelling Units;
- D. As a condition of approving the construction of the Dwelling Units, the City requires the Owner to enter into this Agreement to, among other requirements, ensure all Dwelling Units located on the Lands are used only as rental Dwelling Units; and
- E. The City adopted Housing Agreement (520 Eighth Street) Bylaw No. 8273, 2021, authorizing the City to enter into this Agreement.

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner 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) **“Agreement”** means this agreement together with all LTO forms, schedules, appendices, attachments and priority agreements attached hereto;
- (b) **“Building”** means, as at the reference date of this Agreement, the residential building constructed on and forming part of the Lands;
- (c) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, apartments and condominiums and includes, where the context permits, the Secured Rental Units;
- (d) **“Lands”** means the lands identified in the section 2 of Part 1 of this Agreement;
- (e) **“LTO”** means the New Westminster Land Title Office or its successor;
- (f) **“Secured Rental Unit”** means a Dwelling Unit that is designated as a Secured Rental Unit in accordance with section 2.1 of this Agreement;
- (g) **“Subdivide”** or **“Subdivided”** means to divide, apportion, consolidate or subdivide the Lands or any building on the Lands, or the Ownership or right to possession or occupation of the Lands or any building on 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 a “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (h) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy a Secured Rental Unit as a residence; and
- (i) **“Tenant”** means an occupant of Secured Rental Unit.

## ARTICLE 2      USE OF LANDS AND SUBDIVISION

**2.1 Designation** – The Owner agrees that:

- (a) every Dwelling Unit located on the Lands on the date this Agreement is registered in the LTO and every Dwelling Unit constructed after such date on the Lands is designated as a Secured Rental Unit; and
- (b) a Secured Rental Unit may only be used as a permanent residence for a Tenant.

**2.2 Restriction on Subdivision** – The Owner covenants and agrees with the City that none of the Lands nor any building on the Lands shall be Subdivided by any means whatsoever. Without limiting

the foregoing, the Owner acknowledges that the City will not support applications for Subdivision in any manner that would allow the Secured Market Rental Units to be sold independently of each other.

**2.3 City Authorized to Make Inquiries** – The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

**2.4 Requirement for Statutory Declaration** – Within 30 days after receiving notice from the City, the Owner must, in respect of each Secured Rental Unit, provide to the City a statutory declaration, substantially in the form (with, in the City’s discretion, such further amendments or additions as deemed necessary or desirable) attached as Appendix A, sworn by an authorized signatory of the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Secured Rental Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to a Secured Rental Unit if, in the City’s absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

### **ARTICLE 3 OPERATION OF SECURED RENTAL UNITS**

**3.1 Application of Article** – The City and the Owner acknowledge and agree that the obligations imposed upon and covenants made by the Owner under this section 3.3 and 3.4 will apply to tenancies and Tenancy Agreements created or entered into on or after the date that this Agreement is registered by the LTO.

**3.2 Short Term Rentals Prohibited** – The Owner agrees that no Secured Rental Unit will be rented to or occupied by any person for a term of less than 30 consecutive days.

**3.3 Occupancy and Tenure of Secured Rental Units** – The Owner must not rent, lease, license or otherwise permit occupancy of a Secured Rental Unit except in accordance with the following conditions:

- (a) the Secured Rental Unit will be used or occupied only pursuant to a Tenancy Agreement;
- (b) the term of a Tenancy Agreement will not be less than 30 days;
- (c) the Owner will not require a Tenant or any permitted occupant of a Secured Rental Unit to pay any extra charges or fees for property or similar tax; and
- (d) the Owner will forthwith deliver a certified true copy of any Tenancy Agreement to the City upon demand.

**3.4 Attach Copy of Tenancy Agreement** – The Owner will attach a copy of this Agreement, or at a minimum Articles 2 and 3 of this Agreement, to every Tenancy Agreement.

## ARTICLE 4      TERM AND DEMOLITION

**4.1      Expiry of Housing Agreement** – The City covenants and agrees with the Owner that this Agreement shall cease to apply from and after that date which is the later of: (i) the 60<sup>th</sup> anniversary of the date this Agreement is registered in the LTO; or (ii) the date that all buildings located on the Lands have been demolished. Upon expiry, the Owner may provide to the City a discharge of this Agreement, which the City shall execute and return to the Owner for filing in the LTO.

**4.2      Demolition** – The Owner will not demolish a Secured Rental Unit or a building on the Lands unless:

- (a)      the Owner has obtained the written opinion of a professional engineer or architect, who is at arm's length to the Owner, indicating that it is no longer reasonable or practical to repair or replace any structural component of the Secured Rental Unit or building, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
- (b)      40% or more of the value of the building above its foundations is damaged or destroyed, as determined by the City, in its sole discretion,

and, in each case, a demolition permit for the Secured Rental Unit or the building has been issued by the City and the Secured Rental Unit or building has been demolished under that permit.

## ARTICLE 5      MISCELLANEOUS

**5.1      Housing Agreement** – The Owner acknowledges and agrees that:

- (a)      this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act* and a covenant under section 219 of the *Land Title Act*; and
- (b)      the City may file notice of, and register, this Agreement in the LTO pursuant to section 483(5) of the *Local Government Act* against the title to the Lands.

**5.2      Modification** – This Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

**5.3      Management** – The Owner covenants and agrees with the City that:

- (a)      the Owner will manage the Secured Rental Units, and without limiting the foregoing, the Owner may engage the services of a third-party property manager to manage the Building;
- (b)      the Owner shall permit representatives of the City to inspect the Secured Rental Units at any reasonable time, subject to the notice provisions of the *Residential Tenancy Act* (British Columbia);

- (c) the Owner shall maintain the Secured Rental Units in a good state of repair and fit for habitation in accordance with the requirements of the *Residential Tenancy Act*, reasonable wear and tear excepted; and
- (d) the Owner shall comply with all laws, including, without limitation, the Corporation of the City of New Westminster Business Regulation and Licencing (Rental Units) Amendment Bylaw No. 8310, 2019 and all other City bylaws, and any health and safety standards applicable to the Lands.

**5.4 Indemnity** – The Owner, on its behalf, 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, loss, damage, 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) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, Ownership, lease, license, operation, management or financing of the Lands or any Secured Rental Unit or the enforcement of any Tenancy Agreement; or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

**5.5 Release** – The Owner, on its behalf, 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 or management of the Lands or any Secured Rental Unit under this Agreement; or
- (b) except to the extent arising from the negligence or wilful misconduct of the City or those for whom it is at law responsible, the exercise by the City of any of its rights under this Agreement.

**5.6 Survival** – The indemnity and release set out in this Agreement will survive termination or discharge of this Agreement.

**5.7 Registration & Priority** – The Owner will cause this Agreement to be registered as a covenant under section 219 of the *Land Title Act* against title to the Lands in priority to all charges and encumbrances registered or pending registration against title to the Lands save and except those in favour of the City or specifically approved in advance in writing by the City, and will cause a notice of this Agreement under section 483(5) of the *Local Government Act* to be filed in the Land Title Office and shown as a legal notation on title to the Lands.

**5.8 City's Powers Unaffected** – This Agreement does not:

- (a) affect, fetter 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 Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

**5.9 Agreement for Benefit of City Only** – The Owner 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 Owner, any Tenant, or any future Owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Secured Rental 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 Owner.

**5.10 No Public Law Duty** – 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 Owner 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.

**5.11 Notice** – Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed to:

Corporation of the City of New Westminster  
511 Royal Avenue  
New Westminster, BC V3L 1H9  
Attention: Clerk

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

**5.12 Enuring Effect** – 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.

**5.13 Severability** – 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.

**5.14 Waiver** – All remedies of the City 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.

**5.15 Whole Agreement** – This Agreement, and any documents signed by the Owner contemplated by this Agreement, represent the whole agreement between the City and the Owner respecting the use and occupation of the Secured Rental Unit, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in or contemplated by this Agreement.

**5.16 Further Assurance** – Upon request by the City the Owner 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.

**5.17 Agreement Runs with Lands** – This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement acquire an interest in the Lands.

**5.18 Equitable Remedies** – The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**5.19 No Joint Venture** – Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**5.20 Applicable Law** – The laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**5.21 Interpretation** – In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;

- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of section 25 of the *Interpretation Act* (British Columbia) with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes a Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, or “year” is a reference to a calendar day, calendar month, or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.

**5.22 Execution in Counterparts & Electronic Delivery** – This Agreement may be executed in any number of counterparts and delivered by e-mail, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument, provided that any party delivering this Agreement by e-mail shall also deliver to the other party an originally executed copy of this Agreement.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement on the *Land Title Act* Form C and D which is attached to and forms part of this Agreement.

## Appendix A to Housing Agreement

### STATUTORY DECLARATION

CANADA	)	IN THE MATTER OF A HOUSING
	)	AGREEMENT WITH THE
	)	CORPORATION OF THE CITY OF NEW
PROVINCE OF BRITISH COLUMBIA	)	WESTMINSTER
	)	("Housing Agreement")

TO WIT:

I, \_\_\_\_\_ of \_\_\_\_\_, British Columbia, do solemnly declare that:

1. I am an authorized signatory of the Owner of the lands located at \_\_\_\_\_, New Westminster (the "**Lands**"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Lands.
4. I confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.
5. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at the City of \_\_\_\_\_,  
 \_\_\_\_\_, in the Province of British  
 Columbia, this \_\_\_\_\_ day of \_\_\_\_\_,  
 \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 A Commissioner for Taking Affidavits in the  
 Province of British Columbia

)  
)  
)  
)  
)  
)  
)  
)  
)  
)

\_\_\_\_\_  
 DECLARANT



### CONSENT AND PRIORITY AGREEMENT

WHEREAS the CANADA ICI CAPITAL CORPORATION (INCORPORATION NO. A0067505) (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents (the "Charges") registered in the Land Title Office under numbers CA8427528, and CA8427529, respectively, encumbering the lands identified in the *Land Title Act* Form C attached to and forming part of the Housing Agreement and Covenant attached hereto.

THEREFORE THIS CONSENT AND PRIORITY AGREEMENT IS EVIDENCE THAT IN CONSIDERATION OF \$1.00 AND OTHER GOOD AND VALUABLE CONSIDERATION PAID BY THE TRANSFEREE TO THE CHARGEHOLDER:

1. The Chargeholder hereby consents to the granting and registration of the Section 219 Covenant attached hereto (the "Covenant") and the Chargeholder hereby agrees that the Covenant shall be binding upon its interest in and to the Lands.
2. The Chargeholder hereby grants to the transferee described in item 6 of the *Land Title Act* Form C attached hereto priority for the Covenant over the Chargeholder's right, title and interest in and to the Lands, and the Chargeholder does hereby postpone the Charges and all of its right, title and interest thereunder to the Covenant as if the Covenant had been executed, delivered and registered prior to the execution, delivery and registration of the Charges.

IN WITNESS WHEREOF, the Chargeholder has executed and delivered this Consent and Priority Agreement by executing the *Land Title Act* Form C above which is attached hereto and forms part of this Agreement.

**END OF DOCUMENT**

## BENEFICIARY AUTHORIZATION AND CHARGE AGREEMENT

**THIS AGREEMENT** made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2021

AMONG:

**THE CORPORATION OF THE CITY OF NEW WESTMINSTER**

511 Royal Avenue, New Westminster, British Columbia, V3L 1H9

(the “**City**”)

AND:

**BELMONT PROPERTIES (REG NO. FM0005051)**

201 - 1367 West Broadway, Vancouver, British Columbia, V6H 4A7

(the “**Beneficiary**”)

AND:

**520 EIGHTH STREET NOMINEE LTD., INC.NO. BC1162975**

201 - 1367 West Broadway, Vancouver, British Columbia, V6H 4A7

(the “**Nominee**”)

### WHEREAS:

- A. Pursuant to a Housing Agreement and Covenant (Section 483 of the Local Government Act and Section 219 of the Land Title Act) dated for reference \_\_\_\_\_ (the “Housing Agreement”), the Nominee agreed to provide affordable and special needs housing on the lands legally described as:

PID: 013-606-417

LOT 11 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-433

LOT 12 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-450

LOT 1 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-476

LOT 2 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

(the “**Lands**”)

- B. The Beneficiary is the beneficial owner of the Lands;
- C. The Nominee holds the Lands in trust for the sole use, benefit and advantage of the Beneficiary;
- D. The Beneficiary has agreed to enter into this Agreement with the Nominee and the City in order to:
  - (a) confirm that the Housing Agreement charges its beneficial interest in the Lands;
  - (b) confirm that the Nominee was authorized to execute and deliver the Housing Agreement; and
  - (c) confirm that the Nominee was authorized to charge the Lands with respect to the Housing Agreement.

**NOW THEREFORE**, in consideration of the premises and mutual covenants herein and other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged), the parties hereto hereby agree as follows:

1. Each of the Nominee and the Beneficiary represents and warrants to the City as follows:
  - (a) the Nominee is the registered owner of the Lands and it holds those interests as nominee, agent and bare trustee for and on behalf of the Beneficiary, as beneficial owner of the Lands;
  - (b) the Beneficiary irrevocably authorizes and directs the Nominee, as bare trustee and nominee for and on behalf of the Beneficiary, to:
    - (i) execute and deliver to the City the Housing Agreement and any and all supporting documents required by the City;
    - (ii) to perform and observe each of the Nominee's obligations and covenants under the Housing Agreement; and
    - (iii) register or permit the registration of the Housing Agreement in the New Westminster Land Title Office (the "**Land Title Office**"); and
  - (c) the Beneficiary is the only owner of any beneficial interest in the Lands and no other person other than the Nominee, the Beneficiary and any other person with an interest registered against the Lands in the Land Title Office has any interest, legal or beneficial, in and to the Lands.
2. During the period that it holds a beneficial interest in the Lands, the Beneficiary will:

- (a) observe, comply with and perform all of the obligations, covenants and agreements of the Nominee contained in and created by the Housing Agreement;
  - (b) not give instructions to the Nominee to transfer, mortgage or otherwise deal with the Lands in any manner which would be inconsistent with the provisions of the Housing Agreement, without the prior written consent of the City;
  - (c) if the Beneficiary wishes to transfer beneficial interest in the Lands to a third party transferee without also causing the Nominee to transfer legal title to the Lands to such third party transferee or its nominee, not affect such transfer unless the Beneficiary provides the City with an assumption agreement, executed by the third party transferee whereby the third party transferee affirms and assumes all the obligations of the Beneficiary under this Agreement, regardless of when such obligation first arose; and
  - (d) to give such directions to the Nominee as may be required to permit the Nominee to comply with the terms of the Housing Agreement (and, by virtue of this Agreement, the Nominee will be deemed to have been given such directions without the need for any further document to be executed).
3. For greater certainty, if a default under the Housing Agreement results in an additional or consequential charge in favour of the City (such as, by way of example only, a judgment) and the additional or consequential charge is capable of being registered against the Lands, the Beneficiary's interest in the Lands will be subject to and further charged by such additional or consequential charge.
  4. This Agreement will enure to the benefit of the City and be binding on the Nominee (while it holds a legal interest in the Lands) and the Beneficiary (while it holds a beneficial interest in the Lands) and their respective heirs, executors, successors and assigns.
  5. This Agreement will in all respects be governed by and be construed in accordance with the laws of the Province of British Columbia and the federal laws of Canada applicable therein.
  6. This Agreement will not be amended or varied or be deemed to be amended or varied except by written instrument signed by a duly authorized officer of each of the City, the Nominee and the Beneficiary.

7. This Agreement may be executed by the parties in separate counterparts each of which when so executed and delivered to all of the parties will be deemed to be and will be read as a single agreement among the parties.

**IN WITNESS WHEREOF** the parties have executed this Agreement with effect as of the day and year first above written.

**520 EIGHTH STREET NOMINEE LTD.**

by its authorized signatories:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

**BELMONT PROPERTIES**

by its authorized signatories:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

**THE CORPORATION OF THE CITY OF NEW  
WESTMINSTER**

by its authorized signatories:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

Attachment 5  
*Housing Agreement*  
*Principles Letter*



Suite 1810 – 1111 WEST GEORGIA STREET, VANCOUVER, BC, V6E 4M3  
Phone 604.736.2841 • Fax 604.736.2386

1. The owner(s) will operate the building located at 520 Eighth St, New Westminster (the "Building"), and all dwelling units therein, for rental purposes only and will obtain a business licence from the City of New Westminster for the operation of these rental units. The management and maintenance of the rental units will be expected to comply with all relevant provisions of the *Residential Tenancy Act* and any other applicable provincial legislation and City bylaws, including *The City of New Westminster Business Regulations and Licensing (Rental Units) Amendment Bylaw No 8130 (2019)*.
2. Article 2 (Use and Construction of Lands and Secured Rental Units) and Article 3 (Disposition and Acquisition of Secured Rental Units) of any Housing Agreement registered against title to 520 Eighth St will be attached to every tenancy agreement created at or after the time of execution of such Housing Agreement by the City and the owner(s).
3. All units in the Building must be owned and managed by one entity.
4. All dwelling units in the Building shall be rented for long-term rental uses and all tenancies beginning on or after the time of execution of a Housing Agreement by the City and the owner(s) must be one month or longer.
5. The owner(s) will not require a tenant(s) or any permitted occupant of the Building to pay any extra charges or fees for property or similar tax.
6. All principles of this housing agreement will apply to existing rental units and any subsequent rental units developed within this property, including the five market rental units that are proposed to be developed as part of the building permit application for this project.
7. The rental tenure will be guaranteed for 60 years or the life of the building.
8. The Owner(s) will operate the housing as market rental units. The Housing Agreement will not provide restrictions on eligibility or market rent.

Date: September 21, 2021

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**Susan J. Williams RPA, CPRPM**  
Chief Operating Officer

## **REPORT**

### ***Legislative Services***

**To:** Mayor Cote and Members of Council      **Date:** January 31, 2022

**From:** Jacque Killawee  
City Clerk      **File:** 05.1025.02-2022

**Item #:** 2022-45

**Subject:** **Recruitment 2022: Appointments to Advisory Committees, Commissions, Boards, and Panels**

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#### **RECOMMENDATION**

*THAT Council receive the report titled “Recruitment 2022: Appointments to Advisory Committees, Commission, Board, and Panels” for information.*

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#### **PURPOSE**

To release to the public the Closed Council decision regarding appointments to City Committees, Commissions, Panels and Boards made on January 10, 2022, and to provide information to the public on the City’s 2022 recruitment process.

#### **BACKGROUND**

Further to Council’s direction on this year’s committee volunteer process, and as per Section 5 (Member Selection/Renewal) of the Advisory Committee Policy adopted by Council on September 9, 2019, Legislative Services staff carried out the following process to seek applications for Advisory Bodies to Council:

1. “Opportunities to serve as a Committee member must be widely advertised so that all interested residents can apply”:

All vacancies were advertised in the following ways:

- Posted on the City’s website;
- Advertisements were placed on City Page in both electronic form and printed in *The Record*;
- Promoted on the City’s social media channels;



- Promoted on posters distributed to City facilities and local businesses; and
- Letters requesting nominations were sent to organizations with respect to specific organization-based vacancies. Staff discussed with these organizations the importance of diversity on City committees and ask them to support the City in this goal with their nomination.

In an effort to reach beyond the normal audience staff took the following steps:

- The Communications Department posted information on the City's social media accounts, these posts were promoted heavily;
- Legislative Services staff also visited all community centres, the Gurdwara Sahib Sukh Sagar Temple, and businesses on Twelfth Street to distribute posters and flyers to new audiences;
- Staff further emailed invitations to all First Nations, and all New Westminster middle and secondary schools. The School District distributed the poster to all parents and students at the high school; and
- Staff emailed immigrant serving organizations requesting they distribute the advertisement to their members. These organizations included WINS.

Staff also explored posting advertisements in ethnic media but on the direction of Communications did not proceed with it for this recruitment period. Concerns were raised about the ability to reach a targeted local audience through publications with a broad provincial or Western Canadian reach. More research and data needs to be gathered on which publications have a readership based in New Westminster as well as a more targeted approach to ad creation for specific ethnic audiences in order to maximize promotional potential (resource dependent). As an alternative, paid social media ads were created with a more educational objective as a start to building more community awareness about committees in general in order to boost recruitment potential this period or in future periods.

In addition to advertising the positions, staff with the aid of Jorge Cardenas, Chief Librarian and Susan Buss, Deputy Chief Librarian ran an information session on City Committees discussing commitment, roles, and walking the 12 members of the public in attendance, through the vacancies.

Once the applications were received, staff member leads for the committees reviewed the applications, seeking to appoint volunteers to fill the vacancies that would ensure that a diverse and representative group of individuals on the committees, as established in 2020, was maintained. Care was taken to ensure that no neighbourhood of the City was over represented, that where possible, a gender balance was achieved, and persons from various ethnic and economic backgrounds, and abilities were selected for each committee. Care was taken to appoint important stakeholders regardless of residential address. In addition, this year with the changing of committees, staff took care to ensure that youth and seniors were also represented on all City committees.

Of particular note, vacancies for an Indigenous community representative remain on the Economic Development Advisory Committee, Facilities, Infrastructure and Public Realm Advisory Committee, and the Social Inclusion, Engagement, and Reconciliation Advisory Committee. As the City's reconciliation process and Lived Experience program progressed, staff were able to connect with and identify more individuals who could be relevant to appoint to these positions.

**Release of Closed Motion:**

At the January 10, 2022, Closed meeting, New Westminster City Council approved the following motions:

**THAT** Council appoint the following members to Committees, Commissions, Boards and Panels, for the positions and terms indicated:

Arts Advisory Committee

Member	Position	Term Expiry
Stephen O'Shea	Representative, Arts Council of New Westminster	January 31, 2024
Kelly Proznik	Representative, Education Sector	January 31, 2024
Katey Wright	Representative, Local NFP Arts Sector 1	January 31, 2024
Erin Jeffery	Representative, Local NFP Arts Sector 2	January 31, 2023
Timonhy Elijah	Artist, New Westminster Based 1	January 31, 2024
Julia Schoennagel	Artist, New Westminster Based 3	January 31, 2023
Eden Patten	Artist, Other	January 31, 2023
Jas Lally	Arts Professional	January 31, 2024
Anjana Pradhananga	Urban Designers, Architects, Landscape Architects 1	January 31, 2024
Giulia Setticasi	Community Representative, including Youth (3) with Broad Representation of the City's Demographics, including the Indigenous Community 1	January 31, 2024
Ezra King	Community Representative, including Youth (3) with Broad Representation of the City's Demographics, including the Indigenous Community 2	January 31, 2023
Sienna Campbell	Community Representative, including Youth (3) with Broad Representation of the City's Demographics, including the Indigenous Community 3	January 31, 2023

Affordable Housing and Child Care Advisory Committee

Member	Position	Term Expiry
Dalia Al Houseini	Community Member 2	January 31, 2024
Viramit Bajwa	Community Member 3	January 31, 2024
Avnil Chand	Community Member 4	January 31, 2024
Jessi Gillis	Community Member 6	January 31, 2024
Bruna Maciel	Community Member 7	January 31, 2023
Louise Sallai	Representative, BC Housing	January 31, 2023

Advisory Planning Commission

Member	Position	Term Expiry
Diego Pons	Community Member 3	January 31, 2025
Luana Pinto	Community Member 4	January 31, 2025
Quentin Van Der Merwe	Community Member 6	January 31, 2025

Community Heritage Commission

Member	Position	Term Expiry
Bozana Djuric	Community Member 1	January 31, 2024
Kletzky Morales	Community Member 5	January 31, 2024
Virginia McMahon	Community Member 6	January 31, 2024

Economic Development Advisory Committee

Member	Position	Term Expiry
Vera Kobalia (Downtown)	Community Representative from Commercial Area 1	January 31, 2024
Monita Cheng (Brow of Hill)	Community Representative from Commercial Area 2	January 31, 2024
Michael Grindlay (youth)	Community Representative from Commercial Area 3	January 31, 2024
Joelene Foreman (McBride Sapperton)	Sectoral Representative from Local Business Community 1	January 31, 2024
Jorden Foss (Small business manufacturing, retail)	Sectoral Representative from Local Business Community 2	January 31, 2024
Imran Gill (Tourism)	Sectoral Representative from Local Business Community 4	January 31, 2024

Environment and Climate Advisory Committee

Member	Position	Term Expiry
Ryan Bardini	Community Member 2	January 31, 2024
Farbod Behshad	Community Member 3	January 31, 2024
Nazli Azimikor	Community Member 4	January 31, 2024
Elsie Krebs	Representative, Professional in Environment or Climate Field, Business, Government or Non-Profit 2	January 31, 2024
Alvin Kube	Representative, Indigenous Community	January 31, 2024

Facilities, Infrastructure, and Public Realm Advisory Committee

Member	Position	Term Expiry
Danielle Karlsson	Community Member 1	January 31, 2024
Sonam Swarup	Community Member 2	January 31, 2024
Ross Arbo	Community Member 3	January 31, 2024
Luana Pinto	Community Member 4	January 31, 2024
Nelson Roy	Community Member 5	January 31, 2024

New Westminster Design Panel

Member	Position	Term Expiry
Winston Chong	Architectural Institute of BC (AIBC) 1	January 31, 2024
Stanis Smith	Architectural Institute of BC (AIBC) 2	January 31, 2024
Micole Wu	BC Society of Landscape Architects (BCSLA) 2	January 31, 2024

Restorative Justice Committee

Member	Position	Term Expiry
Amanda Semenoff	Community Member 1	January 31, 2023
Tu Van Trieu	Community Member 2	January 31, 2023
Paige Mercier	Community Member 3	January 31, 2023
Gurinder Mann	Representative, CERA	January 31, 2023
Pamela Craven	Representative, School District 40	January 31, 2023
Alvin Kube	Representative, New Westminster Indigenous Court	January 31, 2023
Bailer Keeler	Representative, Victim Assistance, New Westminster Victim Assistance Association (NWVAA)	January 31, 2023

Constable John MacDonald	Representative, New Westminster Police Department	January 31, 2023
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Social Inclusion, Engagement and Reconciliation Advisory Committee

Member	Position	Term Expiry
Tony Duong	Community Member 1	January 31, 2023
Frances Blake	Community Member 2	January 31, 2023
Damian Durica	Community Member 3	January 31, 2023
Megumi Taguchi	Community Member 4	January 31, 2023
Natalie Johnston	Community Member 5	January 31, 2023
Sarah Murray	Community Member 6	January 31, 2023
Rozina Jaffer	Community Member 7	January 31, 2024
Vishal Jain	Community Member 8	January 31, 2024
Satnam Sangra	Community Member 9	January 31, 2024
Nate Batara	Community Member 10	January 31, 2024
Briana Harris	Community Member 11	January 31, 2024

Sustainable Transportation Advisory Committee

Member	Position	Term Expiry
Dan Hawke	Person who Walks, Uses Transit or Cycles as Part of their Daily Mode of Transportation 1	January 31, 2024
Tanushree Pillai	Person who Walks, Uses Transit or Cycles as Part of their Daily Mode of Transportation 2	January 31, 2024
Matthew Chan	Person with Professional or Technical Expertise in Active Transportation, Universal Design, Road Safety, Goods Movement, Emergency Services, and/or Healthy Built Environment	January 31, 2024
Vic Leach	Representative, Local Pedestrian Advocacy Organization	January 31, 2023
Spencer Gillis	Community Member 1	January 31, 2024

**THAT** Council rescind the appointment of Reena Meijer-Drees as the Local Pedestrian Advocacy Organization Representative to the Sustainable Transportation Advisory Committee (STAC); and

**THAT** Council appoint Vic Leach as the Local Pedestrian Advocacy Organization Representative to the Sustainable Transportation Advisory

Committee (STAC) for the remainder of the term ending January 31, 2023; and

**THAT**, pursuant to the City of New Westminster Advisory Committee Policy adopted in 2019, the Mayor grant waivers to the following for the reasons detailed in attachments 4,7,8, 10 and 11 of the January 10, 2022, report entitled "Recruitment 2022: Appointments to Advisory Committees, Commissions, Boards and Panels":

- Luana Pinto, to allow her to serve as a Community Member on both the Advisory Planning Commission and on the Facilities, Infrastructure and Public Realm Advisory Committee at the same time; and
- Alvin Kube, to allow him to serve as the New Westminster Indigenous Court Representative on the Restorative Justice Committee and as the Indigenous Community Representative on the Environment and Climate Action Advisory Committee; and
- Sarah Murray, to allow her to serve on the Social Inclusion, Engagement, and Reconciliation Advisory Committee despite being a non-resident of the City of New Westminster.

**THAT** the appointments to Advisory Committees, Commissions, Boards and Panels be released to the public.

### **OPTIONS**

**Option 1:** THAT Council receive the report titled "Recruitment 2022: Appointments to Advisory Committees, Commission, Board, and Panels" for information; or,

**Option 2:** Please provide Staff with other direction.

Staff recommends Option 1.

### **CONCLUSION**

Appointments and rescindments to Advisory Committees, Commissions, Panels, and Boards must be authorized by a Council resolution. Further requests to fill vacancies or resignations will be brought to Council as required.

This report was prepared by:  
Carilyn Cook, Committee Clerk

This report was approved by:  
Jacque Killawee, City Clerk  
Lisa Spitale, Chief Administrative Officer

## **REPORT**

### ***Parks and Recreation***

**To:** Mayor Cote and Members of Council      **Date:** January 31, 2022

**From:** Dean Gibson, Director of Parks and Recreation      **File:** 2015209

**Item #:** 2022-77

**Subject:** Summer 2022 Outdoor Aquatics Plan

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#### **RECOMMENDATION**

THAT this report be received for information, and

THAT Council direct staff to bring forward amendments to outdoor pool admission fees as described in this report, to the Parks and Recreation Fees and Charges Bylaw No. 6673, 2001.

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#### **PURPOSE**

The purpose of this report is to share the information, plan and timeline regarding the extension of the 2022 outdoor pool season.

#### **SUMMARY**

The Canada Games Pool (CGP) facility is to be decommissioned in early 2022. The services offered by the indoor pool are greatly relied upon and missed by the community of New Westminster. In an attempt to keep the community whole, the Parks and Recreation Department has consulted, analyzed and partnered with, community members and partners in an investigation as to whether or not an extension of the outdoor pool season will help to mitigate this loss.

#### **BACKGROUND**

On November 24, 2021 – Council announced the early decommissioning of the Canada Games Pool and Fitness Centre as a result of the failure of key mechanical and structural pool systems. As Canada Games Pool services were effectively halted, the Parks and Recreation Department initiated a process of developing service delivery alternatives for the affected services.

The two key services affected by the closure – 557 sq.m CGP Fitness centre and a 65 metre swimming pool with tot pool, swirl pool, sauna and aquatic features. This report focuses on aquatic services.

## **EXISTING POLICY AND PRACTICE**

If has been the practice of the City, and Parks and Recreation Department, in the face of unplanned closures and/or disruption of services, to attempt to resume services as early as possible and sustain those services using all reasonable and practical means

The City's public engagement practices are guided by the Public Engagement Strategy (2016) and Public Engagement Policy (2021). Staff from the Public Engagement Team (Office of the CAO) worked closely with Parks and Recreation staff to engage and seek feedback regarding the extension of the Outdoor Pool season

## **DISCUSSION**

### **Public Engagement Findings**

Without another indoor pool to direct services to, the Parks and Recreation staff team presented to Council the option of extending the outdoor pool season. A public engagement survey and poll was developed in partnership with the Public Engagement Team. The *Be Heard New West – Outdoor Pool Preferences Survey* and poll was conducted from December 5 to 29, 2021 via the Be Heard New West public engagement platform. Over 500 respondents engaged in the survey.

Key findings from the *What We Heard: Outdoor Pools Survey Summary* (Attachment 1) note:

- 83% of 792 unique respondents answered they would attend one of the swim programs (lane swimming, aquafit, swim lessons or leisure swim), should the Moody Park outdoor pool open in mid-April of 2022.
- 55.3% of 550 respondents reported the earliest month they would attend the pool would be April, 35.1% May, and 9.6% June
- 65.9% of 551 respondents reported the latest month they would attend the pool would be October with 34.1% September
- The most likely times of participants visiting the pool (from 552 responses) are Monday-Friday evenings (219), and Saturday/Sunday mornings and afternoons (184)
- 43.5% of 554 respondents answered they would register for swimming lessons and 45.3% respondents answered they would not.
- Swimming lessons would most likely be attended on Saturday mornings (134) of 273 respondents and weekday evenings (108).

Key themes which emerged from the optional open-response question (260):

- i. Increase heating options at the outdoor pools (46)
- ii. Expand the proposed season and swim time offerings (45)
- iii. General excitement and support for the potential of an increased operating season (27)



- iv. Cover or enclose the outdoor pools (25)
- v. Provide adult-only swim times (24)

The survey results speak clearly to a community preference to extend the operating season for the outdoor pools. Based on the findings from this survey, combined with historical use patterns at both outdoor pools, staff are making plans for an extended outdoor pool season and updated daily operating schedule as outlined later in this report.

In response to the key themes that arose from the open-ended responses;

- City staff will be evaluating the sites to identify areas where semi-permanent tent structures may be erected for the cooler months of the outdoor pool season. These structures will provide some cover and shelter for those viewing, instructing and changing in inclement weather. Other options including wind screens and portable heaters will be evaluated as the pools open.
- Initial decisions on the planned pool season are based on survey results, past historical use and projected staffing capacities. Services may need to be adjusted based on actual user demand, staffing capacities and patron feedback.
- While (25) respondents requested a cover over one or both outdoor pools, staff had initially investigated this concept and it was deemed cost prohibitive and operationally complex due to the nature and type of independent HVAC systems needed to safely circulate, filter and dehumidify an outdoor natatorium filled with pool air circulating volatile organic compounds.
- Adult only swim times will be provided at each pool throughout the extended pool season.

## **Aquatic Services**

### Outdoor Pools

Based on the results of the public survey and historical use patterns of the City's two outdoor pools, the following plan has been prepared to expand the operations of both Moody and Hume Park outdoor pools to provide some mitigation to the closure of aquatic services at the Canada Games Pool.

New and enhanced services to be offered at the outdoor pools as a response to the Be Heard New West community engagement survey feature:

- Aquafit at Hume Park Outdoor Pool
- Evening and Deep end Aquafit at Moody Park Pool (mornings only previously)
- Adult Swim at Hume Park Outdoor Pool
- Adult Swim at Moody Park Outdoor Pool (now 19+)
- Lane swimming at Moody Park Pool
- Evening Lessons and Weekend option of Swimming Lessons (mornings only previously)
- 3-3.5 hr time blocks for lessons ( 1-1.5 hr time blocks previously)
- Hyack swim club practice times
- Debit/Credit card payment option added at Hume pool

**Moody Park Outdoor Pool**

Moody Park Outdoor Pool will operate with an extended season from April 23 to October 10, 2022. Initial hours of operation for this facility are as follows:

**April 23 – June 29, 2022 and September 6 – October 10, 2022 –**

Monday-Friday 8:00-10:00 am and 1:00-8:00 pm

Saturday 9:00am – 8:00pm

Sunday 1:00-6:00 pm

Lessons - weekday afternoons and Saturday mornings.

Hyack Swim Club rental - Monday-Friday early mornings

**June 30 – September 5, 2022**

Monday – Sunday – 9:00am – 9:00pm

Lessons - weekday am/pm and Saturday mornings

Hyack Swim Club rental – Monday – Friday early mornings

Staff will monitor attendance and overall facility usage during the extended pool season and adjust the operation as required.

**Hume Park Outdoor Pool**

Hume Park Outdoor Pool has scheduled capital project maintenance that is currently being performed at this site. This work will be completed late spring prior to the seasonal facility preparations for opening. Hume Park Outdoor Pool will open with an extended season from June 30 – October 10, 2022.

**June 30 – September 5, 2022**

Monday – Sunday – 9:00 am – 9:00 pm

Lessons - weekday am/pm and Saturday mornings

**September 6 – October 10, 2022**

Monday – Friday – 12:00 – 8:00 pm

Saturday – 9:00am-8:00 pm

Sunday – 12:00-8:00 pm

Lessons – weekday afternoons and Saturday mornings

**Inter-municipal Support**

City staff have been in contact with neighbouring communities regarding the option of providing the equivalent of local resident priority access to New Westminster residents. Discussions were had with adjacent communities, however due to a number of factors related to current and anticipated future capacity challenges, this approach has been deemed not feasible. The City of Burnaby has however offered to look for lane availability it may be able to offer the New Westminster based Hyack Swim Club.

## **Managing Expected Participation Demands**

The closure of a large aquatic facility will put increased demand on the smaller outdoor pools. With an expected high demand for these existing and extended services, the City must address the supply vs. demand issue.

Processes must be in place to ensure service delivery is fair, equitable, low cost and low barrier for the residents of New Westminster. Managing capacities, resident priority access and avoiding line-ups for services can be mitigated by instituting a prepaid registration process. All swims and programs will be pre-registered offering a priority registration window for local residents.

The Parks and Recreation Fees Bylaw No, 6673, 2001, supports low cost and no cost swimming admission fees at outdoor pools. The existing fee structure at outdoor pools has been in place since 2005. The existing \$2 weekday and free weekend admission fee structure aligns with, and supports, the Council Approved Parks and Recreation Access and Inclusion Policy, March 9, 2020. In this approved policy and financial assistance program, the \$2 admission fee for all ages was formally established as a department wide and consistent low-cost affordable drop-in fee for admission based services that includes outdoor swimming, public skating and the Try It! program that extends to indoor swims, fitness centres, group fitness programs, gymnastics, and children's services.

When outdoor pools offer free weekend swims, the unfortunate result is that demand exceeds supply. Patrons would go to the outdoor pools for free swims and encounter "full pools" as occupancy limits were regularly achieved, even prior to the COVID-19 pandemic. The outcome was disappointed patrons who experienced lengthy line ups or left frustrated. This issue is mitigated on weekdays when the modest \$2 admission fee is charged or when reserved drop-in sales are in place.

The outdoor pools will re-introduce reserved drop-in sales (prepaid sales for a specific swim time block) to serve the most patrons possible, ensure public safety and manage occupancy loads and line-ups. Staff are proposing to introduce a nominal fee for weekend swims will ensure those who register are committed to attending. Initiating the low cost, low barrier \$2 weekday admission rate would ensure commitment to the swim while contributing a small part to operational budget recoveries. An alternative approach would be to charge \$1 as a 50% discount compared to weekday swims. Any changes to the fee structure will need to be approved by Council via amendment to the Parks and Recreation Fees Bylaw.

**Staff are recommending that at \$2 admission fee be implemented for weekend swimming sessions at the outdoor pools.**

## **FINANCIAL IMPLICATIONS**

The approved 2022 Outdoor Pool operating budget subsidy is \$310,351. New *incremental* operating budget impacts will be incurred to support the relocated and expanded services as discussed in this report. A further detailed listing of these expenses and associated revenue are outlined in Attachment 2.

**A. Aquatics - Outdoor Pool Operations**

	Incremental Annual Expense
Utilities and Operating Supplies	\$57,500
Staff cost	\$228,400
Offsetting new revenue	\$114,700
<b>Estimated Incremental Annual Operating Deficit</b>	<b>(\$171,200)</b>

Staff has taken a conservative approach for the Outdoor Pool revenue estimate in table A. This estimate has not reflected the financial impact of the proposed changes to outdoor swimming pool fees and charges. The current estimated \$171,200 deficit from Outdoor Pool operations will be partially offset by the projected surplus from the Relocated CGP Fitness Services (\$75,000) as outlined in the companion January 31, 2022 report to Council.

**B. Aquatics - Outdoor Pool Operations – including extension of low cost/low barrier \$2.00 fee to weekend pool use.**

	Incremental Annual Expense
Utilities and Operating Supplies	\$57,500
Staff cost	\$228,400
Offsetting new revenue	\$182,700
<b>Estimated Incremental Annual Operating Deficit</b>	<b>(\$103,200)</b>

Staff has taken a conservative approach for the Outdoor Pool revenue estimate in table B. This estimate includes a conservative average revenue projection for pre-booked weekend swim sessions over the course of the extended operating season. The forecasted estimated \$103,200 deficit from Outdoor Pool operations will be partially offset by the projected surplus from the Relocated CGP Fitness Services (\$75,000) and savings from the early CGP closure.

**C. Aquatics - Outdoor Pool Operations – including extension of low cost/low barrier \$1.00 fee to weekend pool use.**

	Incremental Annual Expense
Utilities and Operating Supplies	\$57,500
Staff cost	\$228,400
Offsetting new revenue	\$148,700
<b>Estimated Incremental Annual Operating Deficit</b>	<b>(\$137,200)</b>

Staff has taken a conservative approach for the Outdoor Pool revenue estimate in table C. This estimate includes a conservative average revenue projection for pre-booked weekend swim sessions over the course of the extended operating season. The forecasted estimated \$137,200 deficit from Outdoor Pool operations will be partially offset by the projected surplus from the Relocated CGP Fitness Services (\$75,000) and savings from the early CGP closure.

### **INTERDEPARTMENTAL LIAISON**

Staff from Parks and Recreation with supports from Finance, Engineering and Public Engagement (Office of the CAO) contributed to this report.

### **OPTIONS**

The following options are offered for consideration by Council.

1. That this report be received for information.
2. That Council direct staff to bring forward amendments to outdoor pool admission fees as described in this report, to the Parks and Recreation Fees and Charges Bylaw No. 6673, 2001.
3. That Council provide staff with alternate direction.

Staff recommend option #1 and #2.

### **CONCLUSION**

Mitigating the impacts of the closure of Canada Games Pool presents significant service delivery challenges. A wide variety of approaches to address this challenge have been considered. The extension of the outdoor pool swimming season and expansion of the range of aquatic services offered at those venues in 2022 and 2023, after which the təməsewtxw Aquatic and Community Centre will be open, is both achievable, practical and responds to community preferences as expressed in the recent engagement process.

### **ATTACHMENTS**

Attachment 1 – What We Heard: Outdoor Pools Survey Summary

Attachment 2 – Outdoor Pool 2022 Extended Season Financial Analysis

This report was prepared by:

Corrinne Garrett, Senior Manager of Recreation Services and Facilities

This report was approved by:

Dean Gibson, Director of Parks and Recreation

Lisa Spitale, Chief Administrative Officer

## **Attachment 1**

What We Heard:

Outdoor Pools Survey Summary



NEW WESTMINSTER

# What We Heard: Outdoor Pools Survey Summary

January 2022





*We recognize and respect that New Westminster is on the unceded and unsundered 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.*





# Outdoor Pools Engagement Summary Report

January 14, 2022

## Introduction

Given the unexpected early closure of Canada Games Pool due to mechanical and structural failure, the City of New Westminster has committed to looking for alternatives to deliver swimming and aquatics programming while the new təməsewtxw Aquatic and Community Centre is under construction.

The Parks & Recreation Department identified maximizing use of the City's outdoor pools as an opportunity to continue aquatics offerings, including extending the outdoor pools season. Historically, the outdoor pools would be open from the last week of June until Labour Day, for the hours of 12:00-8:00 pm daily.

Community input is an important component in considering and planning what programs, services and schedules could be offered for Moody Park Outdoor Pool and Hume Park Outdoor Pool. To help Parks & Recreation staff prepare for the spring 2022 programming schedule, a survey and poll were conducted in December 2021.

The purpose of this summary report is to share with City Council, engagement participants, and the New Westminster community:

1. [What engagement activities were completed](#)
2. [A summary of what we heard](#)
3. [Demographic information about participants & representation analysis](#)
4. [Next steps](#)

## Engagement Process

The purpose of the engagement was to seek community preferences and likelihood of taking part in various outdoor swimming activities, to help inform the outdoor pool season and schedule for 2022. Engagement activities included a community survey and other feedback tools on [Be Heard New West](#).

### **Engagement Activities**

- **Be Heard New West Project Webpage**
  - Launched December 6, 2021

- 1,575 unique visitors as of December 28, 2021
- **Online Survey**
  - December 6-28
  - 554 responses
- **Online Poll**
  - December 6-28
  - 806 responses from 792 contributors
- **Ask a Question Tool**
  - December 6 – present
  - 8 questions submitted as of January 14, 2022

The opportunities to engage were communicated through the following methods:

- Email notification to various City email databases:
  - Be Heard New West subscribers
  - Parks & Recreation newsletter subscribers
  - CityPage online newsletter subscribers
- Social media posts and stories on the City's Parks & Recreation pages (Facebook, Instagram, Twitter)
- Notices in CityPage in the Record newspaper

*Important Note: this summary of engagement input does not reflect a representative sample of the New Westminster community. The input captured here reflects the views of those who self-selected to participate, and may not be representative of the views of other community members and stakeholders. Please see section three – About Participants, starting on Page 30 – for some demographic information and representation analysis.*

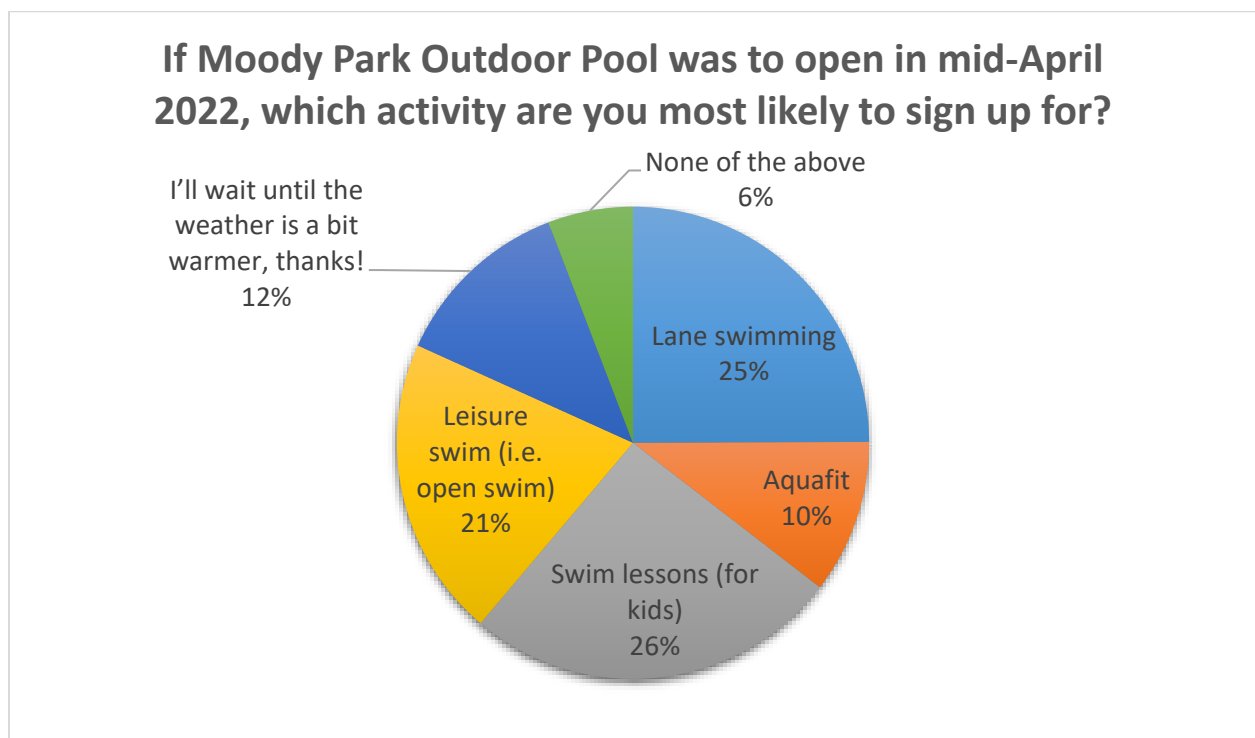
## What We Heard

### Poll

A quick, one-question poll was launched on Be Heard New West to gather the community's first impression on their intended use of Moody Park Pool if the outdoor pool season was to be extended. The poll was open from December 6-28, 2021 and received 806 responses. The results were divided, with roughly 20% of respondents selecting either Lane swimming, Swim lessons (for kids) or Leisure swim (i.e. open swim) as their top choices.

**Question 1: If Moody Park Outdoor Pool was to open in mid-April 2022, which activity are you most likely to sign up for?**

Choice	Percentage	Count
<b>Total Responses: 806</b>		
Lane swimming	25%	201
Aquafit	11%	85
Swim lessons (for kids)	26%	207
Leisure swim (i.e. open swim)	21%	166
I'll wait until the weather is a bit warmer, thanks!	12%	100
None of the above	6%	47

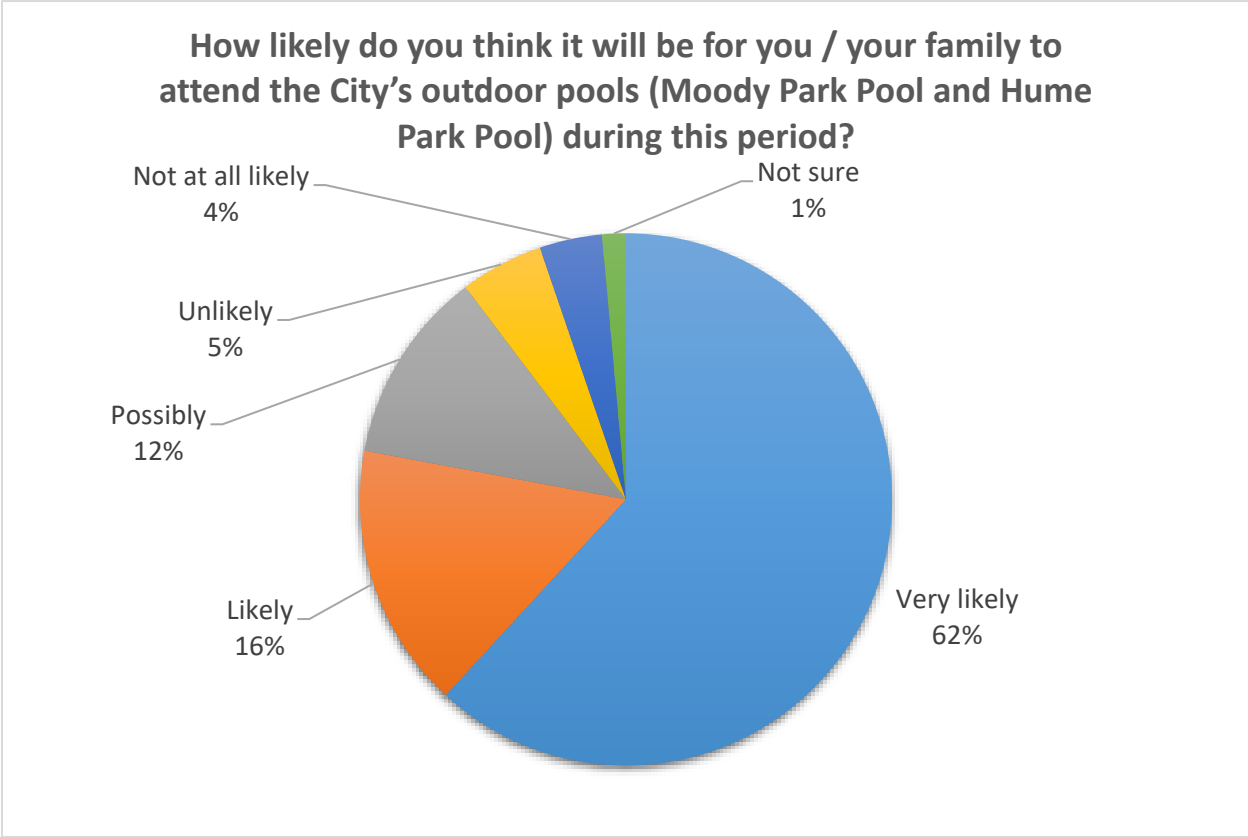


## Online Survey

The online survey was open on Be Heard New West from December 6-28, 2021 and received 554 responses. Below is a summary of the results.

**Question 1:** With the unplanned, permanent closure of Canada Games Pool, and the new tēmәsewtx<sup>w</sup> Aquatic and Community Centre set to open in late 2023, there will be no public indoor swimming available in New Westminster for approximately two years. Given this gap in indoor aquatics services within the city, how likely do you think it will be for you / your family to attend the City's outdoor pools (Moody Park Pool and Hume Park Pool) during this period?

Choice	Percentage	Count
<b>Total Responses: 553</b>		
Very likely	62%	342
Likely	16%	89
Possibly	12%	65
Unlikely	5%	28
Not at all likely	4%	21
Not sure	1%	8



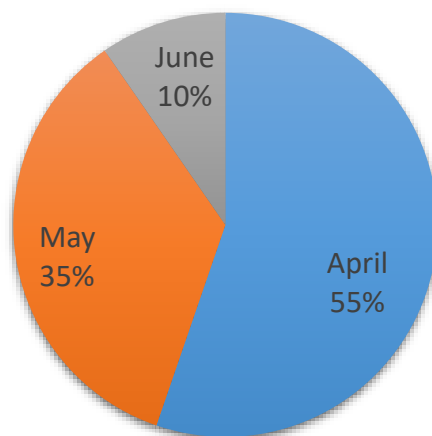
**Question 2:** If you did use the City's outdoor pools during this period, before the new indoor pool is opened, what aquatics activity would you / your family most like to access? Rank the activities from most likely to use (1) to least likely to use (4). Note: you do not need to rank all of the choices. For example, if there is one activity you would NOT choose, you can leave it blank.

Choice	Average Score (1= most likely)	Overall Rank
<b>Total Responses: 544</b>		
Leisure swimming (i.e. open swim)	1.84	1
Lane swimming	2.22	2
Registered swimming lessons	2.31	3
Aquafit classes	2.71	4

**Question 3:** What would be the earliest month in the year that you / your family would consider using the City's outdoor pools? The pool water is heated and set at 83.5 degrees; however, the concrete pool decks and change rooms are not heated. For comparison, the large pool at Canada Games was heated to 82.5 degrees. Important note: Due to the repair work that needs to be completed, Hume Park Pool is scheduled to open in late-June 2022 and an early opening will not be possible. However, we are considering a spring opening for Moody Park Pool in 2022 and for both Moody and Hume in 2023.

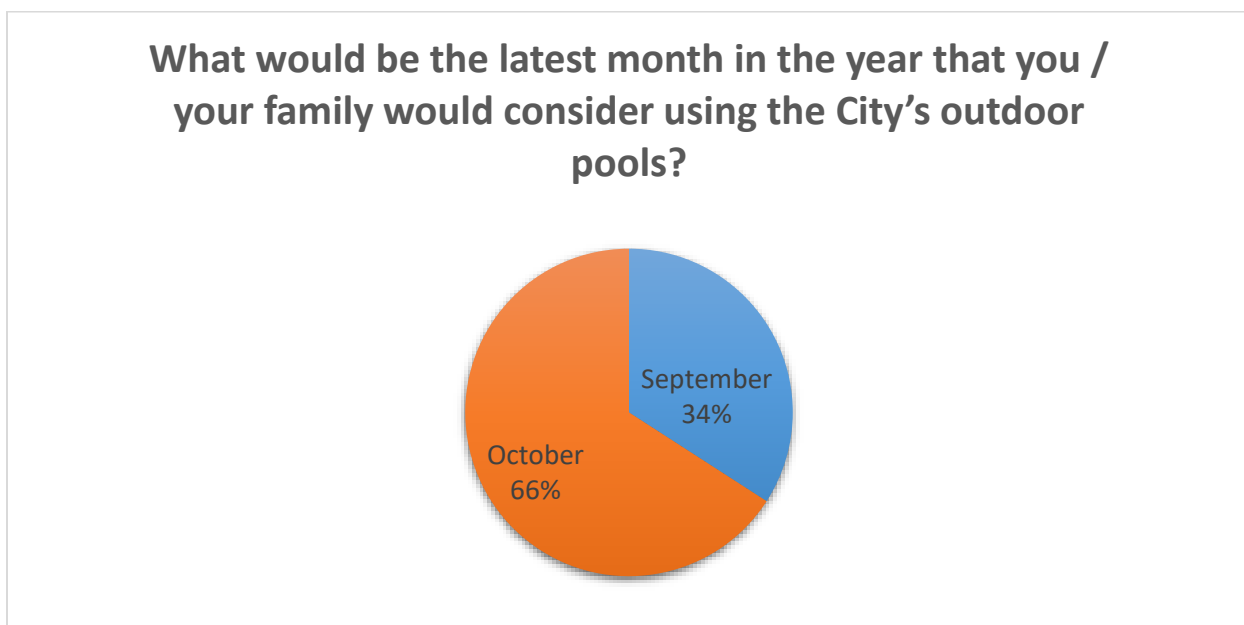
Choice	Percentage	Count
<b>Total Responses: 550</b>		
April	55%	304
May	35%	193
June	10%	53

**What would be the earliest month in the year that you / your family would consider using the City's outdoor pools?**



**Question 4:** What would be the latest month in the year that you / your family would consider using the City's outdoor pools? The pool water is heated and set at 83.5 degrees; however, the concrete pool decks and change rooms are not heated. For comparison, the large pool at Canada Games was heated to 82.5 degrees.

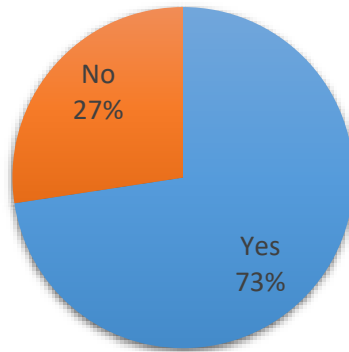
Choice	Percentage	Count
<b>Total Responses: 551</b>		
September	34%	188
October	66%	363



**Question 5:** Have you / your family attended Moody Park Outdoor Pool in the last few years?

Choice	Percentage	Count
<b>Total Responses: 551</b>		
Yes	73%	400
No	27%	151

**Have you / your family attended Moody Park Outdoor Pool in the last few years?**



**Question 6:** What type of swimming do you usually do when you visit Moody Park Pool? Please rank from most often (1) to least often (4). If you only do one or two types, only rank those and leave the others blank.

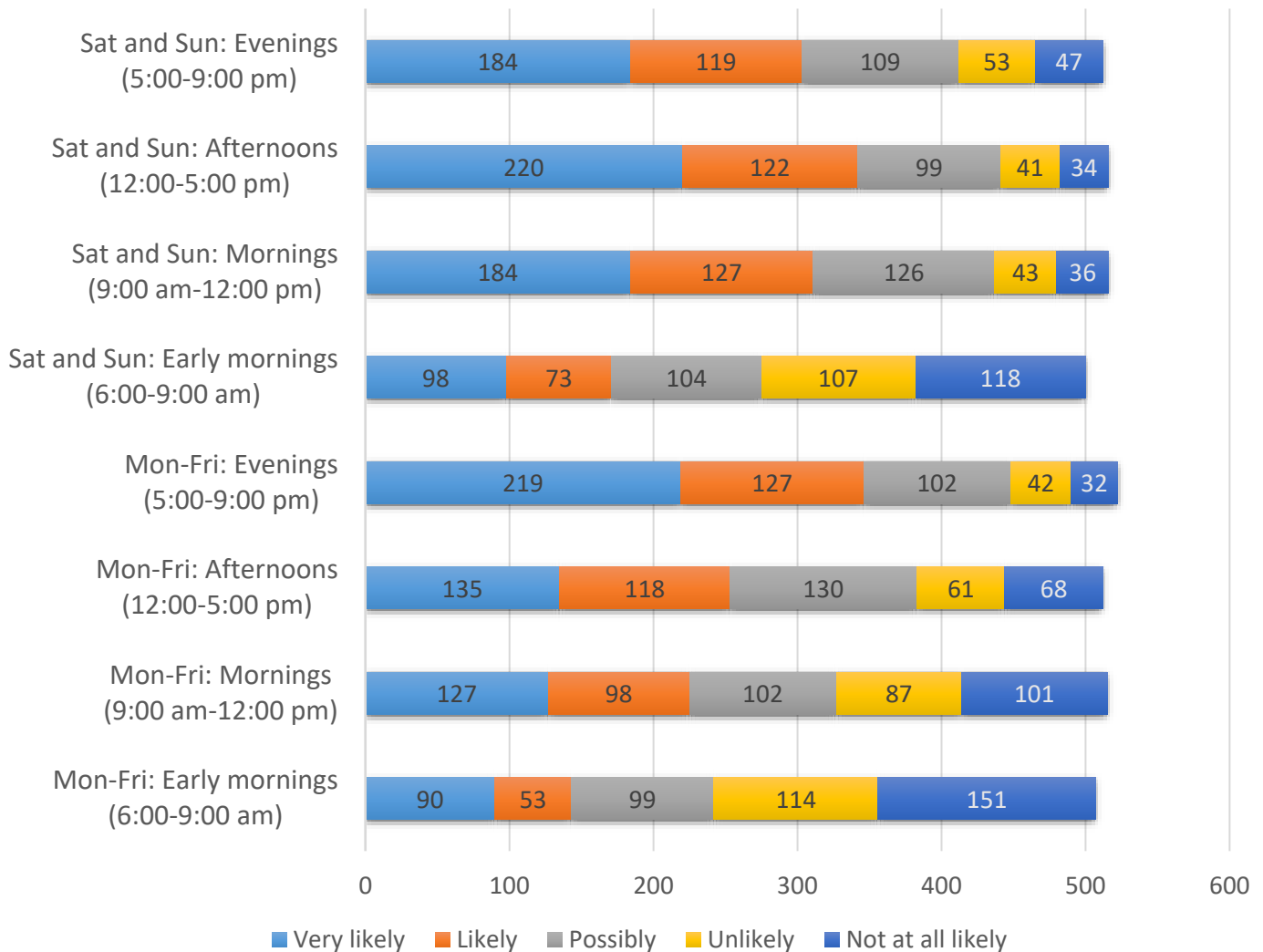
Choice	Average Score (1 = most often)	Overall Rank
<b>Total Responses: 399</b>		
Leisure swimming (i.e. open swim)	1.4	1
Lane swimming	1.96	2
Registered swimming lessons	2.38	3
Aquafit classes	2.71	4



**Question 7:** Moody Park Pool is typically open daily from 12:00-8:00 pm. However, we are considering offering more available swim hours for the 2022 season (in addition to extending the season). If there were no restrictions on swim times, what times would you / your family likely visit Moody Park Pool?

Choice	Swim Time							
Total Responses: 552								
	Mon-Fri: Early mornings (6:00-9:00 am)	Mon-Fri: Mornings (9:00 am-12:00	Mon-Fri: Afternoons (12:00-5:00 pm)	Mon-Fri: Evenings (5:00-9:00 pm)	Sat and Sun: Early mornings (6:00-9:00 am)	Sat and Sun: Mornings (9:00 am-12:00	Sat and Sun: Afternoons (12:00-5:00 pm)	Sat and Sun: Evenings (5:00-9:00 pm)
Very likely	90	127	135	219	98	184	220	184
Likely	53	98	118	127	73	127	122	119
Possibly	99	102	130	102	104	126	99	109
Unlikely	114	87	61	42	107	43	41	53
Not at all likely	151	101	68	32	118	36	34	47

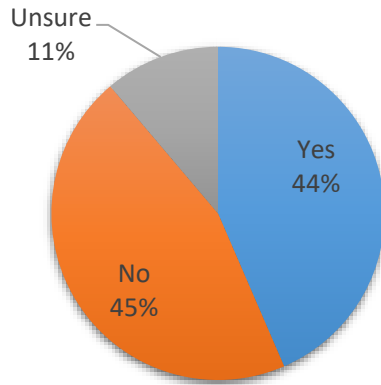
### If there were no restrictions on swim times, what times would you / your family likely visit Moody Park Pool?



**Question 8:** Would you be interested in registering for swimming lessons at Moody Park Pool?

Choice	Percentage	Count
<b>Total Responses: 554</b>		
Yes	44%	241
No	45%	251
Unsure	11%	62

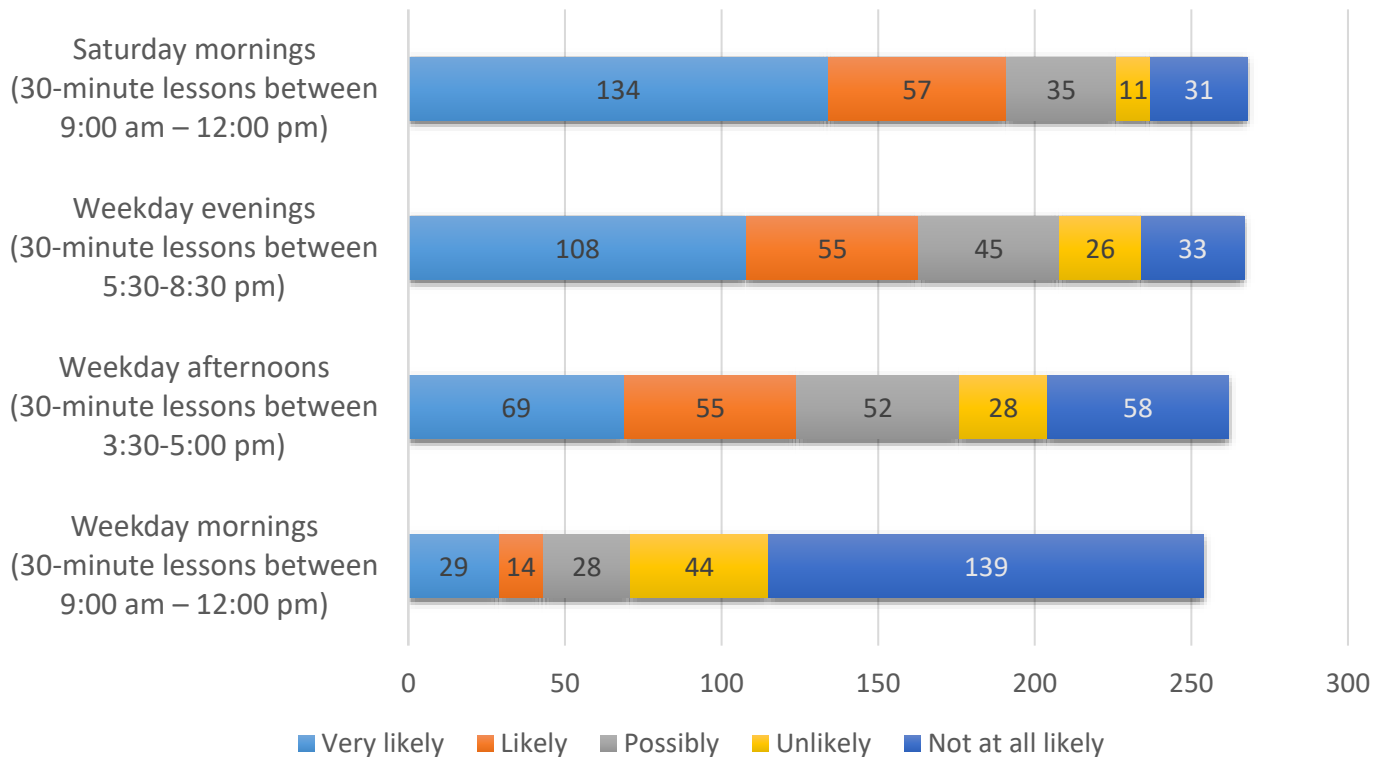
### Would you be interested in registering for swimming lessons at Moody Park Pool?



**Question 9:** When would your child / children prefer to attend Spring Swimming Lessons (April-June) at Moody Park Pool? Note: All lessons would be 30 minutes.

Choice	Lesson Times			
Total Responses: 273				
	Weekday mornings (30-minute lessons between 9:00 am – 12:00 pm)	Weekday afternoons (30-minute lessons between 3:30-5:00 pm)	Weekday evenings (30-minute lessons between 5:30-8:30 pm)	Saturday mornings (30-minute lessons between 9:00 am – 12:00 pm)
Very likely	29	69	108	134
Likely	14	55	55	57
Possibly	28	52	45	35
Unlikely	44	28	26	11
Not at all likely	139	58	33	31

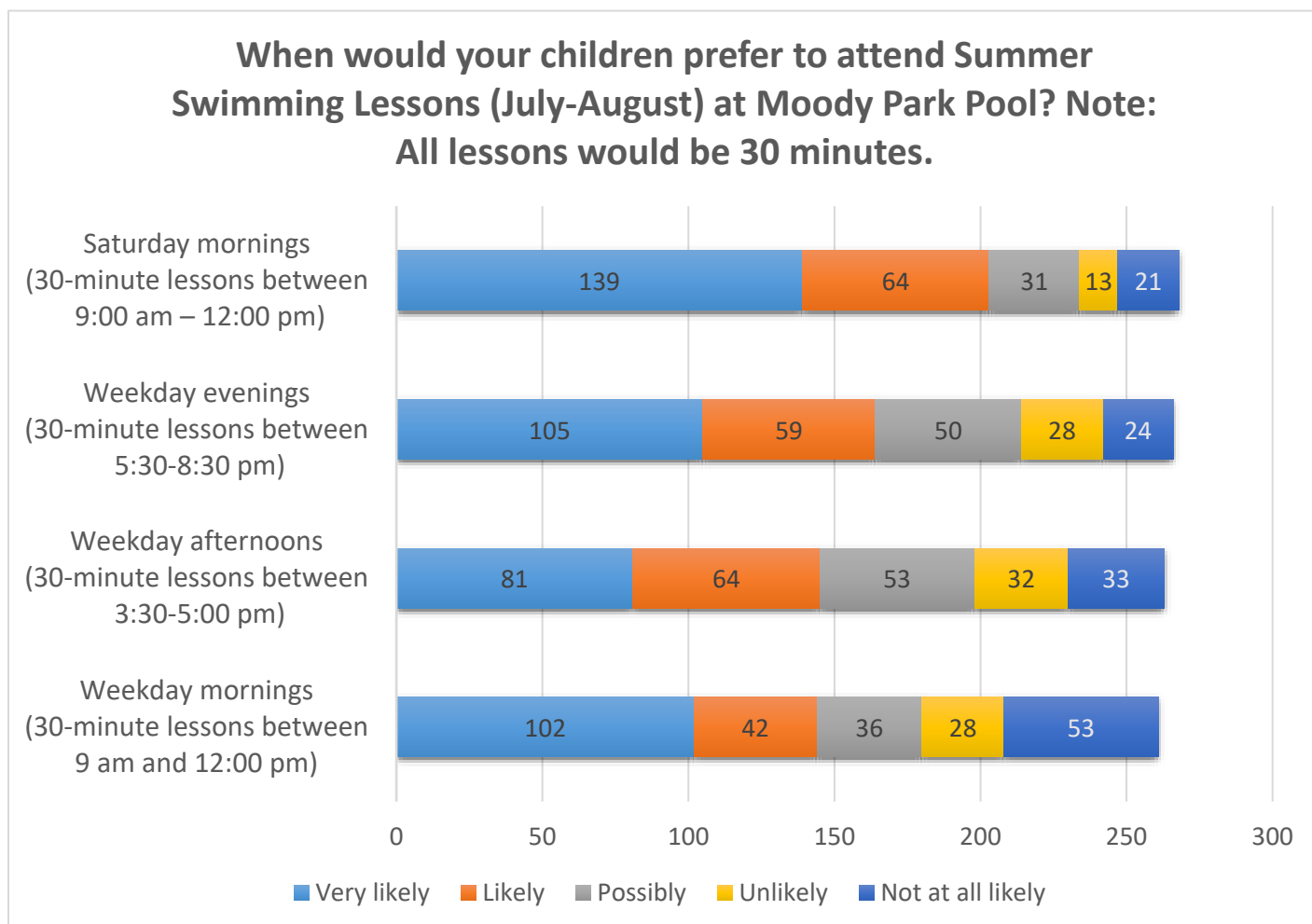
**When would your child / children prefer to attend Spring Swimming Lessons (April-June) at Moody Park Pool? Note: All lessons would be 30 minutes.**



**Question 10:** When would your children prefer to attend Summer Swimming Lessons (July-August) at Moody Park Pool? Note: All lessons would be 30 minutes.

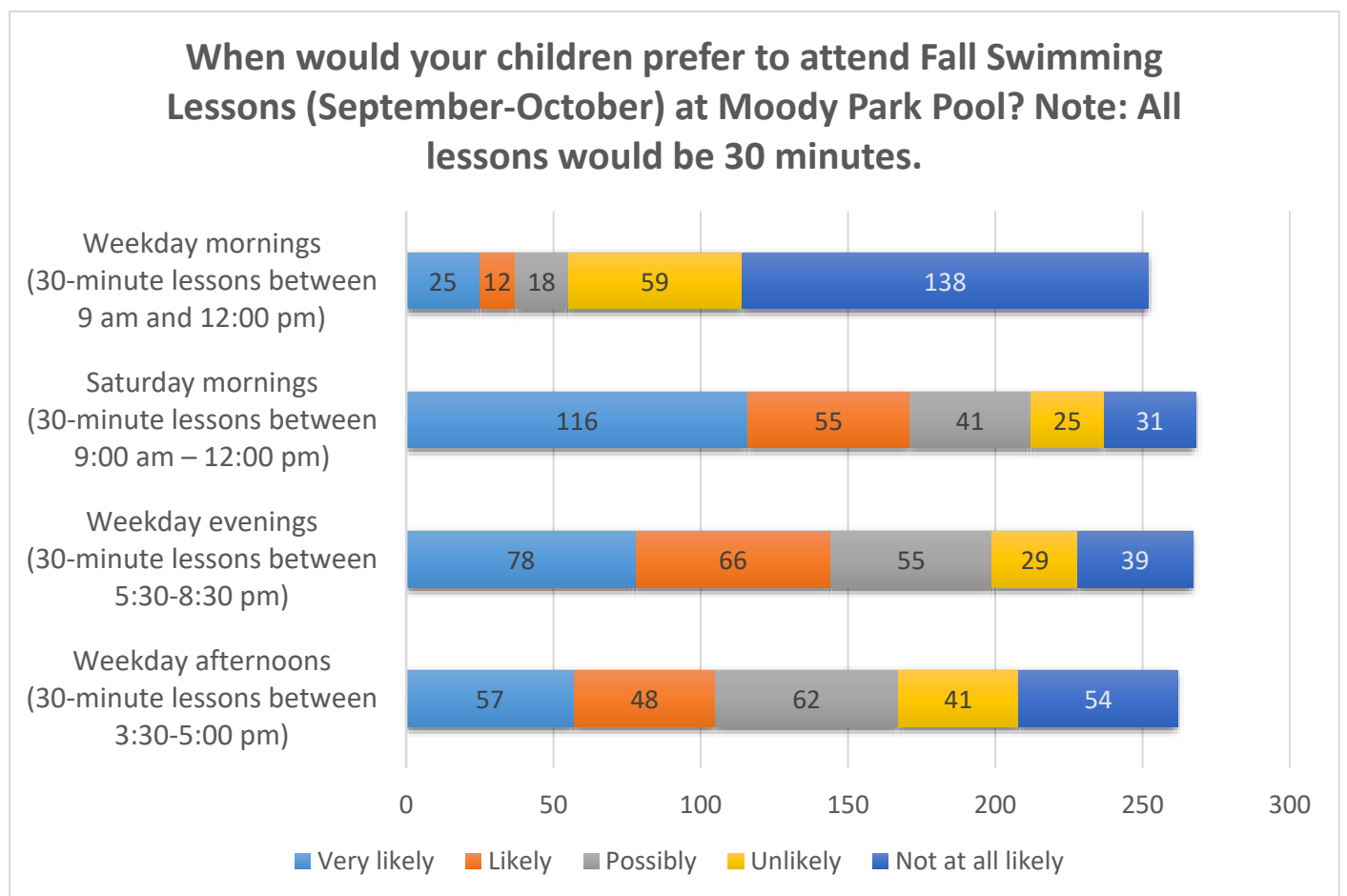
Choice		Lesson Times		
Total Responses: 272				
	Weekday mornings (30-minute lessons between 9 am and 12:00 pm)	Weekday afternoons (30-minute lessons between 3:30-5:00 pm)	Weekday evenings (30-minute lessons between 5:30-8:30 pm)	Saturday mornings (30-minute lessons between 9:00 am – 12:00 pm)
Very likely	102	81	105	139

<b>Likely</b>	42	64	59	64
<b>Possibly</b>	36	53	50	31
<b>Unlikely</b>	28	32	28	13
<b>Not at all likely</b>	53	33	24	21



**Question 11:** When would your children prefer to attend Fall Swimming Lessons (September-October) at Moody Park Pool? Note: All lessons would be 30 minutes.

Choice	Lesson Times			
Total Responses: 271				
	Weekday afternoons (30-minute lessons between 3:30- 5:00 pm)	Weekday evenings (30-minute lessons between 5:30- 8:30 pm)	Saturday mornings (30-minute lessons between 9:00 am – 12:00 pm)	Weekday mornings (30-minute lessons between 9 am and 12:00 pm)
Very likely	57	78	116	25
Likely	48	66	55	12
Possibly	62	55	41	18
Unlikely	41	29	25	59
Not at all likely	54	39	31	138



**Question 12:** How likely would you be to register yourself for adult swim lessons at Moody park Pool if they were offered? Adult lessons would likely only be available on weekday mornings (30-minute lesson, between 9:00 am – 12:00 pm)

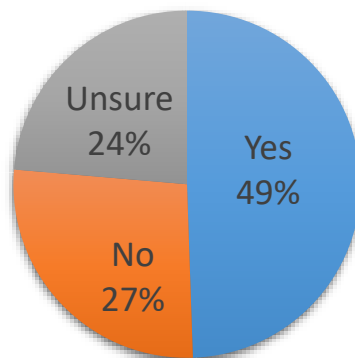
Choice	Percentage	Count
<b>Total Responses: 299</b>		
Very likely	7%	22
Likely	4%	13
Possibly	16%	48
Unlikely	17%	52
Not at all likely	55%	164



**Question 13:** Do you / your family plan to attend Hume Park Pool when it is re-opened in 2022?

Choice	Percentage	Count
<b>Total Responses: 554</b>		
Yes	49%	274
No	27%	149
Unsure	24%	131

**Do you / your family plan to attend Hume Park Pool  
when it is re-opened in 2022?**



**Question 14** How do you / your family expect you will typically use Hume Park Pool? Please rank from most often (1) to least often (3). If you only do one or two types, only select those and leave the others blank.

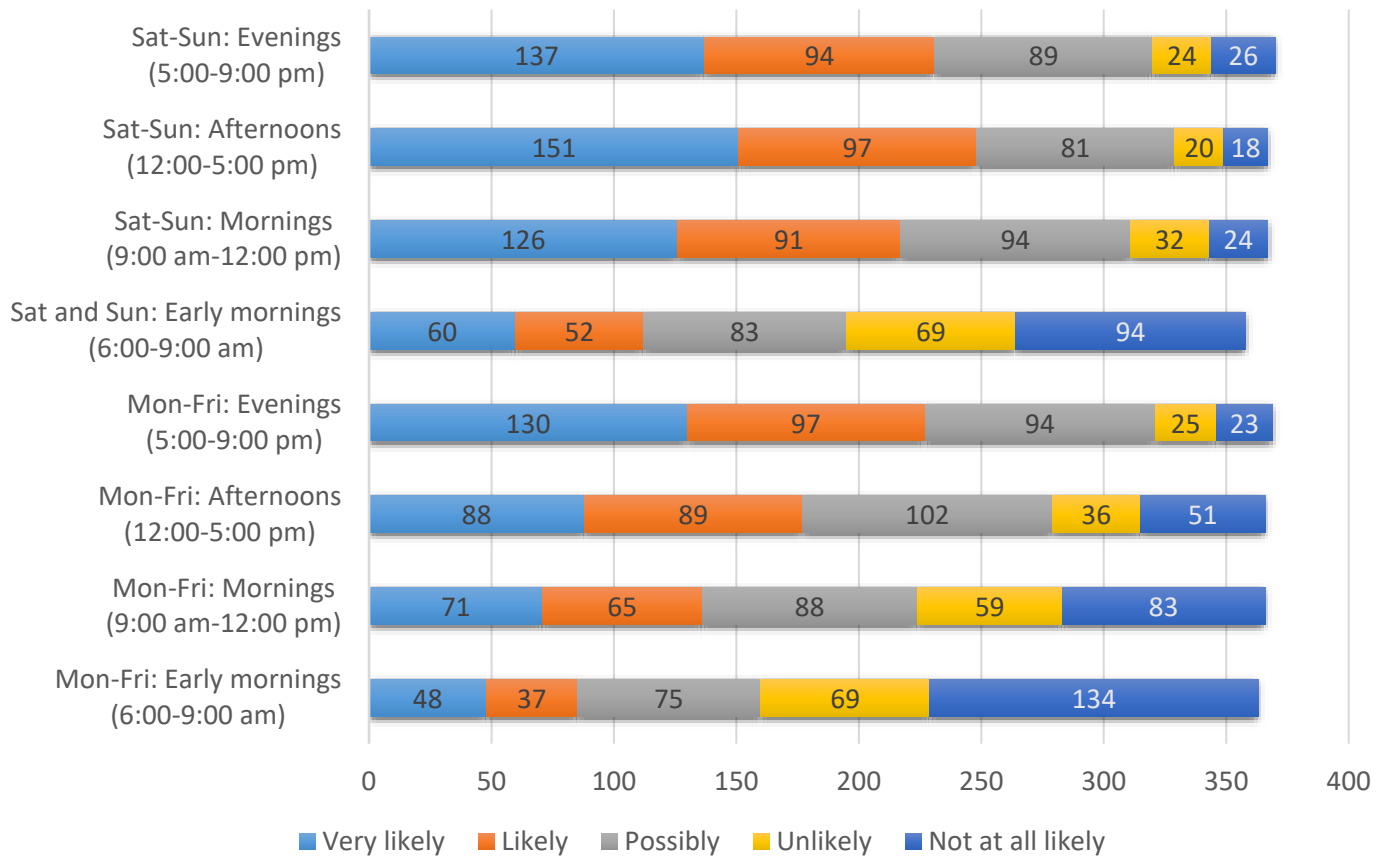
Choice	Average Score (1 = most often)	Overall Rank
<b>Total Responses: 384</b>		
Leisure swimming (i.e. open swim)	1.39	1
Attend registered swimming lessons	1.9	2
Lane swimming	2.02	3



**Question 15:** Hume Park Pool is typically open daily from 12:00-8:00 pm. However, we are considering offering more available swim hours for the 2022 season (in addition to extending the season). If there were no restrictions on swim times, what times would you / your family likely visit Hume Park Pool?

Choice	Swim Time							
Total Responses: 389								
	Mon-Fri: Early mornings (6:00-9:00 am)	Mon-Fri: Mornings (9:00 am-12:00 pm)	Mon-Fri: Afternoons (12:00-5:00 pm)	Mon-Fri: Evenings (5:00-9:00 pm)	Sat and Sun: Early mornings (6:00-9:00 am)	Sat-Sun: Mornings (9:00 am-12:00 pm)	Sat-Sun: Afternoons (12:00-5:00 pm)	Sat-Sun: Evenings (5:00-9:00 pm)
Very likely	48	71	88	130	60	126	151	137
Likely	37	65	89	97	52	91	97	94
Possibly	75	88	102	94	83	94	81	89
Unlikely	69	59	36	25	69	32	20	24
Not at all likely	134	83	51	23	94	24	18	26

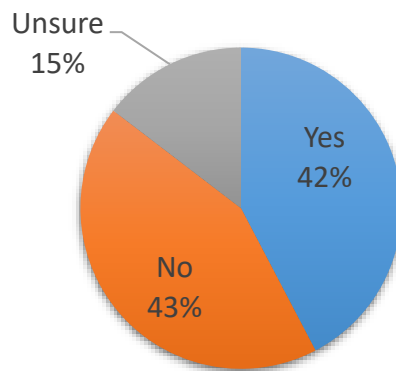
### If there were no restrictions on swim times, what times would you / your family likely visit Hume Park Pool?



**Question 16:** Would you be interested in registering for swimming lessons at Hume Park Pool?

Choice	Percentage	Count
<b>Total Responses: 397</b>		
Yes	42%	168
No	43%	171
Unsure	15%	58

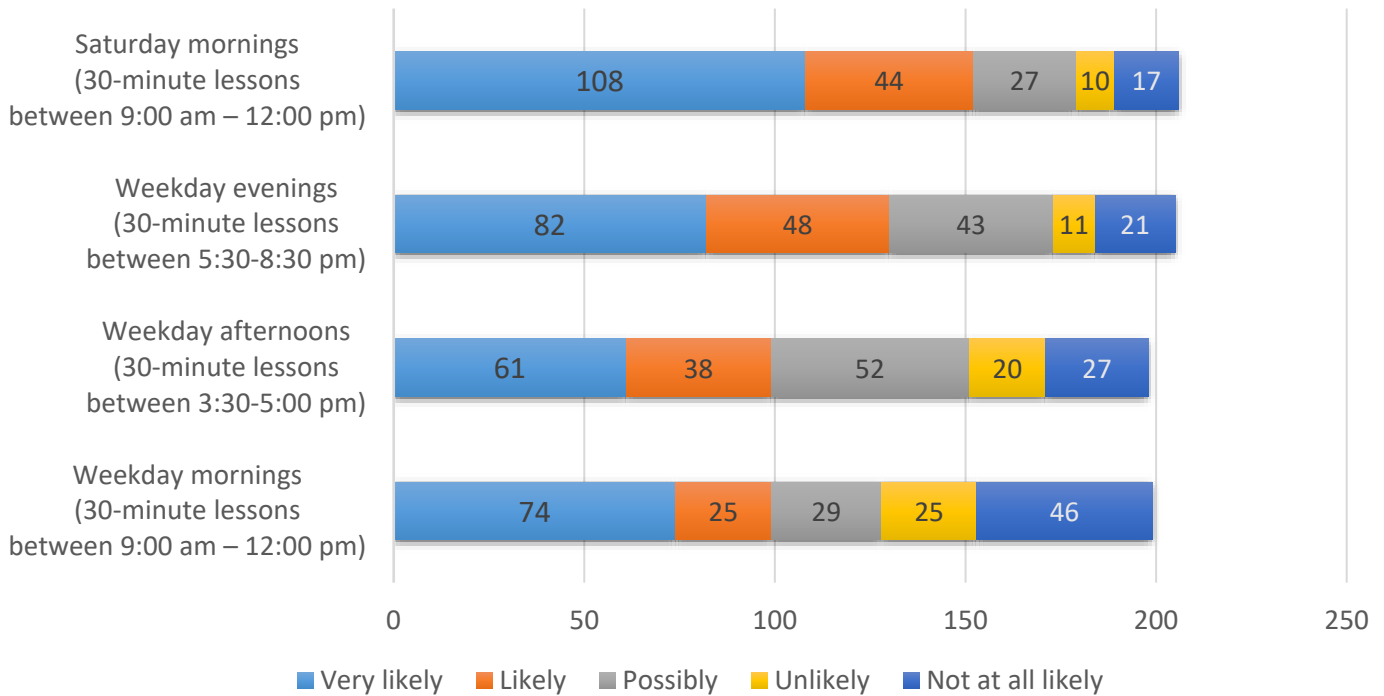
### Would you be interested in registering for swimming lessons at Hume Park Pool?



**Question 17:** When would your child / children prefer to attend Summer Swimming Lessons (July-August) at Hume Park Pool? Note: All lessons would be 30 minutes.

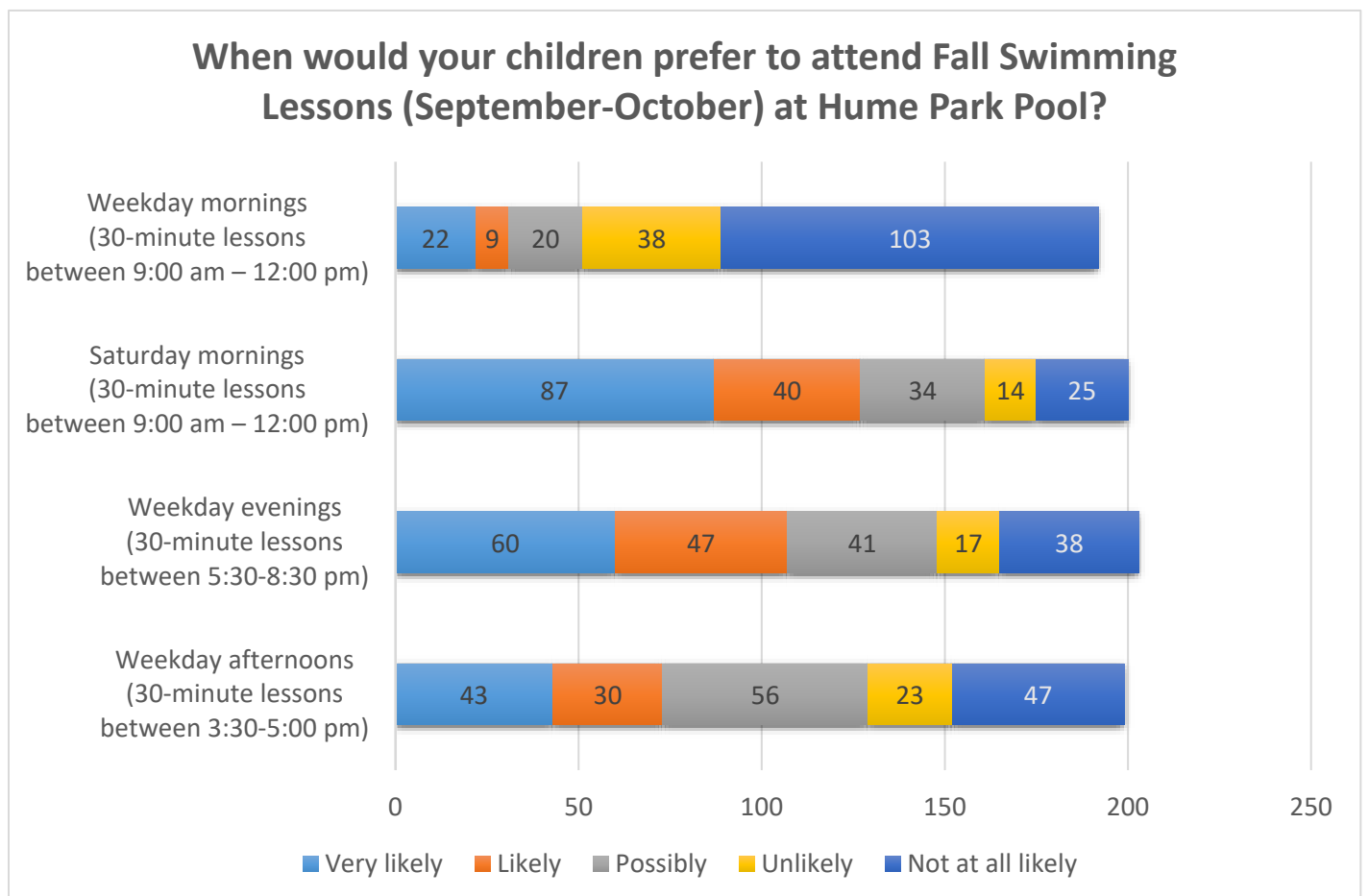
Choice	Lesson Times			
Total Responses: 207				
	Weekday mornings (30-minute lessons between 9:00 am – 12:00 pm)	Weekday afternoons (30-minute lessons between 3:30-5:00 pm)	Weekday evenings (30-minute lessons between 5:30-8:30 pm)	Saturday mornings (30-minute lessons between 9:00 am – 12:00 pm)
Very likely	74	61	82	108
Likely	25	38	48	44
Possibly	29	52	43	27
Unlikely	25	20	11	10
Not at all likely	46	27	21	17

## When would your child / children prefer to attend Summer Swimming Lessons (July-August) at Hume Park Pool?



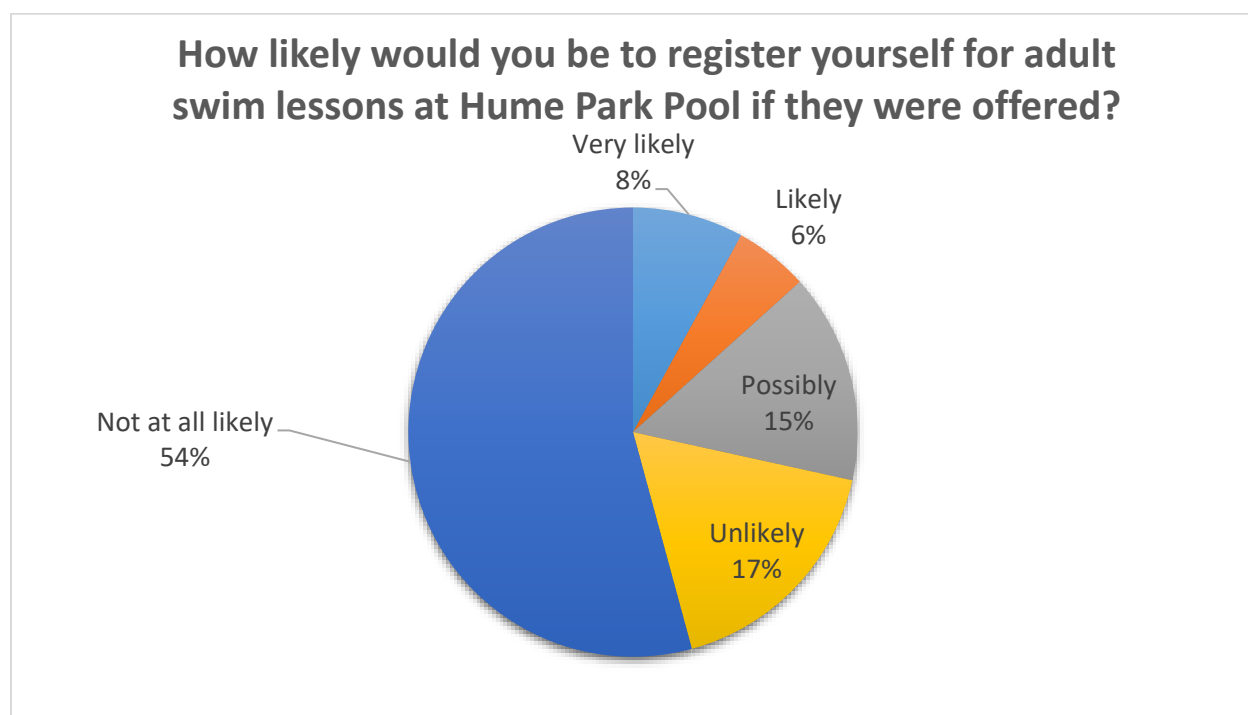
**Question 18:** When would your children prefer to attend Fall Swimming Lessons (September-October) at Hume Park Pool? Note: All lessons would be 30 minutes.

Choice	Lesson Times			
Total Responses: 205				
	Weekday afternoons (30-minute lessons between 3:30- 5:00 pm)	Weekday evenings (30-minute lessons between 5:30- 8:30 pm)	Saturday mornings (30-minute lessons between 9:00 am – 12:00 pm)	Weekday mornings (30-minute lessons between 9:00 am – 12:00 pm)
Very likely	43	60	87	22
Likely	30	47	40	9
Possibly	56	41	34	20
Unlikely	23	17	14	38
Not at all likely	47	38	25	103



**Question 19:** How likely would you be to register yourself for adult swim lessons at Hume Park Pool if they were offered? Adult lessons would likely only be available on weekday mornings (30-minute lesson, between 9:00 am – 12:00 pm).

Choice	Percentage	Count
<b>Total Responses: 299</b>		
Very likely	8%	18
Likely	5%	12
Possibly	15%	34
Unlikely	17%	39
Not at all likely	54%	122



**Question 20:** Are there any other suggestions you have for us about how we could maximize the use of our outdoor pools until the new tēmāsewtx<sup>w</sup> Aquatic and Community Centre is open?

**This was an optional open-response question and a total of 260 responses were received.** Below is a summary of the key themes across the responses. In some cases, several themes have been applied to one individual response, based on the content; this means that a single response can be counted multiple times. Note that sample comments are not edited for spelling and grammar – they are reported exactly as entered by participants.

Theme	# of Mentions	Sample Comments
Increase heating options within outdoor pool facilities	46	<ul style="list-style-type: none"> <li>• "Add heating to the changing rooms."</li> <li>• "Add tents with gas heaters poolside for the shoulder seasons?"</li> <li>• "Consider heating the pool to higher temps in April and September and October. Just a few degrees to take the edge off. "</li> <li>• "It wouldn't hurt to install a heater (maybe radiant heat) and/or some heat retention or even rubber mats on the floor in the change rooms at Hume to make them more comfortable to use in the cold weather."</li> </ul>
Expand the proposed pool season and swim time offerings	45	<ul style="list-style-type: none"> <li>• "Before work 0700-0900 lane swimming M-F at Moody Park would be a dream."</li> <li>• "Hours beyond 9pm, perhaps until midnight"</li> <li>• "There is daylight in the height of summer past 9. Consider keeping the pools open until 2200 or later."</li> <li>• "I would lane swim in outdoor pool year round if it were available, and know others that would as well."</li> <li>• "My suggestion would be to open Moody Park pool in March."</li> </ul>
General support for the program	27	<ul style="list-style-type: none"> <li>• "Excited for the outdoor pools to be open more!"</li> <li>• "At the moment, I'm driving to Burnaby and Vancouver to swim. I would definitely prefer to use Moody Park Pool, which is within walking distance, if it was opened."</li> <li>• "I appreciate that you're trying to come up with options for New West residents. Thank you!"</li> <li>• "I have long advocated for the outdoor pools to open earlier and close later in</li> </ul>

		the season. Too bad a pool disaster has to precipitate this!"
Cover or enclose the outdoor pools	25	<ul style="list-style-type: none"> <li>• "Look into the cost of getting an inflatable dome cover to put over top of the pool to extend the season as much as possible, the cover could be open on two or more sides. Also look at the cost of installing plexiglass or a similar material around the perimeter of the pool to help with blocking wind thus making the pool deck area warmer especially when getting out of the pool."</li> <li>• "Provide covered areas (tents?) for outdoor storage of bags/clothes."</li> <li>• "It's fine to swim the rain but would be nice to have a dry towel afterwards"</li> <li>• "Throw an outdoor bubble roof/walls onto Moody Park Pool until the new pool is built. Not sure that is the correct term but I know they talked about this sort of structure before the sports plex was built."</li> <li>• "Bubble to cover the pool and extend the months it could be used."</li> </ul>
Provide adult-only swim times	24	<ul style="list-style-type: none"> <li>• "adult only swim times please"</li> <li>• "Adult swims late at night during the summer months would be nice. I love swimming at night. Maybe 1-2 days a week staying open until 10 or 11?."</li> <li>• "I would LOVE to see some adult only times offered. It's difficult to have a relaxing swim or a workout when trying to dodge screaming children who have little supervision, it often seems. It would be great to not have the radio/music blaring as well, especially in the evening when it could be so peaceful and relaxing."</li> </ul>



Comments specific to Hume Park Pool: <ul style="list-style-type: none"> <li>Repairs</li> <li>Upgrades</li> <li>Expand offerings</li> </ul>	22	<ul style="list-style-type: none"> <li>"It is very discouraging to know the Hume Park Pool which has been closed now for 2 summers has still not been repaired, this says so much about our city council!"</li> <li>"KEEP OUR HUME PARK POOL OPEN! We missed it so much!"</li> <li>"I strongly miss Hume Park, to the point where I have chosen to use outdoor pool services from another city. :("</li> <li>"Hume park pool change rooms need to be upgraded. They are in poor condition."</li> <li>"I really miss my lane swimming and would love to do it down the street at Hume pool"</li> </ul>
Children's swim lessons	7	<ul style="list-style-type: none"> <li>"Please prioritize those already paid registered at Canada Pool Games that classes got canceled"</li> <li>"There should be more lesson times available than listed in your survey, ie. Saturday full day rather than only 9-12pm. Also, Sundays should also be an option to offer more times as there will be so many children wanting lessons as the Canada Games Pool has been closed for so long AND the outdoor swim season is so short."</li> <li>"Offer Aquafit for Parents and Babies/Tots classes in the registered class options"</li> <li>"Ensuring that there are enough swimming lessons for children :)"</li> </ul>
Aquafit	16	<ul style="list-style-type: none"> <li>"Aquafit classes at Hume park!"</li> <li>"Because the fitness centre at Canada Games Pool is also closed, I would be interested in aquafit classes more than anything."</li> <li>"I have participated in Aquafit and Zumba at Moody Pool every year since you started offering it. If Covid</li> </ul>

		restrictions allow, I would attend 5 or 6 days a week. Thank you for this wonderful program. The instructors are great."
Bookable swim times	16	<ul style="list-style-type: none"> <li>• "Booking system for lane swimming."</li> <li>• "Have time slots so that more people can access the pools"</li> <li>• "Especially at the Hume Park pool which is in my neighbourhood I would recommend selling blocks of time to limit the massive over crowding that takes place there. I would even consider purchasing my swim times for the week or month in advance so to reserve space."</li> <li>• "The pre registration of lanes at moody park made the process very smooth. Even without Covid, I would like this to continue to pre pay and choose times with less swimmers."</li> </ul>
Partnerships	15	<ul style="list-style-type: none"> <li>• "Sharing agreements with neighbouring municipalities so we can register for swimming lessons there as "resident"."</li> <li>• "Work with Burnaby to allow New Westminster residents to register with Burnaby registrants for their indoor options."</li> <li>• "Continue to partner with schools to provide swim lessons to children; continue to offer dedicated swim times for teens/adults/lessons."</li> </ul>
təməsewtx <sup>w</sup>	15	<ul style="list-style-type: none"> <li>• "Divert the funds from the unnecessary bike lane and 6th &amp; 6th beautification projects to get the main pool opened ASAP."</li> <li>• "New pool needs an alternative name that can be remembered, pronounced, spelled and typed in English. Eg "New West Pool", "Sea Otter Pool", etc."</li> </ul>

More adult swim lesson offerings	11	<ul style="list-style-type: none"> <li>• “Adult swimming lessons being offered evening and weekends for those who work full time.”</li> <li>• “In the survey, i believe it was mentioned adult lessons would most likely be offered 9-12 week days which is not useful for most working adults. Early morning weekends would be great!”</li> </ul>
Additional amenities	8	<ul style="list-style-type: none"> <li>• “Add some sort of heat element like hot tub or sauna to the site”</li> <li>• “Make some pool facilities such as slides, wave pool, etc for both outdoor and indoor pool! It’s suppose to be family friendly place. Look at Minuro pool at Richmond as an example.”</li> <li>• “Have a few stair master machines and stationary bikes out early morning or after work hours on the pool apron for people to use when it isn't high public attendance.”</li> </ul>

An additional 28 unique comments were provided, which did not fall into the above themes. Sample comments included:

- “Would also suggest extending the hours of the splash parks around New West - the heatwave last summer was brutal and the hours were not long enough.”;
- “How will you attempt to accommodate the Hyack Swim Club?”;
- “Facebook or Twitter page with up to date information, limiting number of people in using the outdoor pools, creating an equitable system that provides vulnerable folks (i.e. single parents) the ability to maximize the extended hours. I've noticed several instances - in the New West Mom's Group on Facebook - where mothers would take their children to the pool only to find upon arriving that is was quite full.”; and
- “I think the city should look at planning a second indoor pool so that if something happens to the first one we aren't entirely without”.

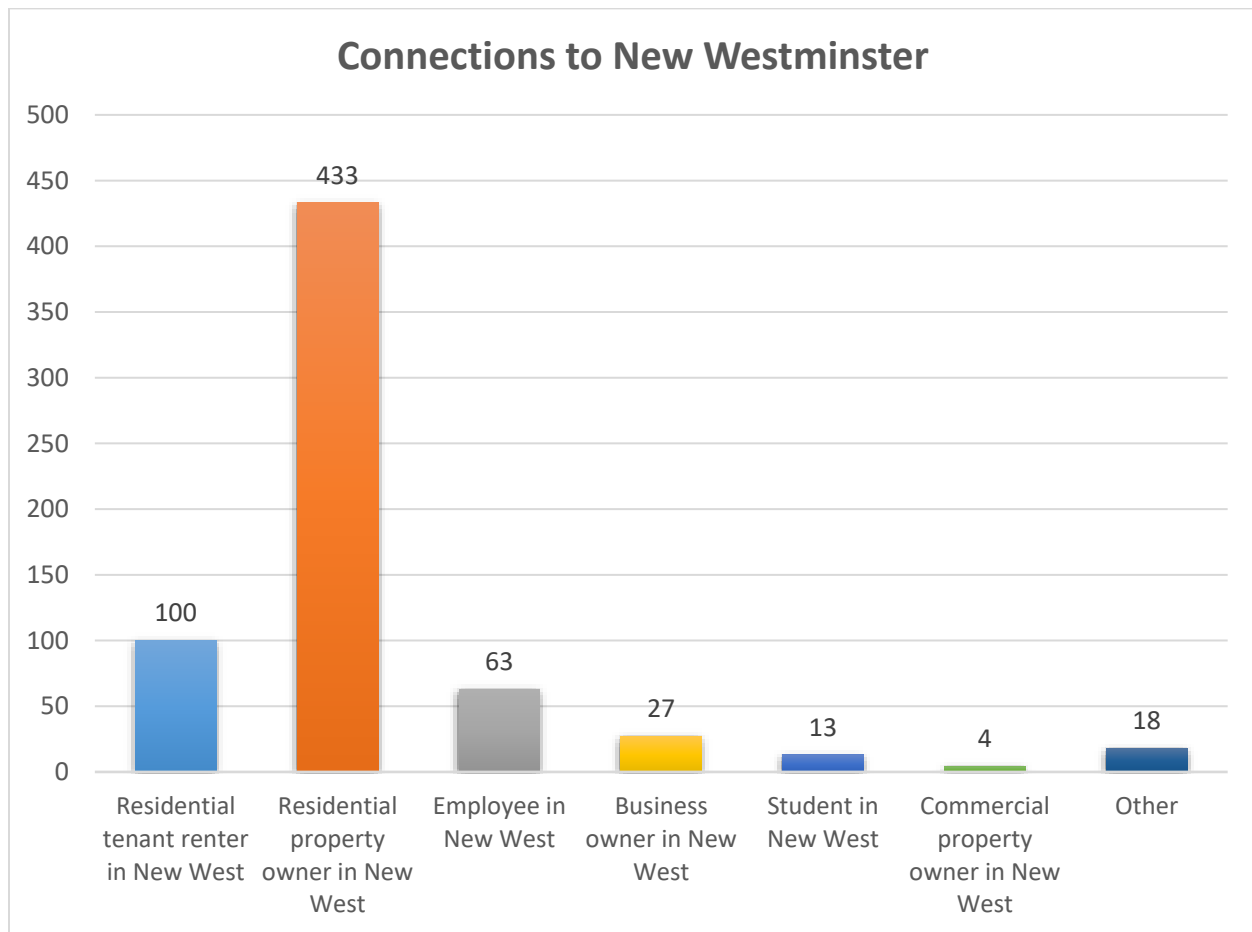
For a full list of comments provided, please see the supplementary Verbatim Report.

## About Participants

Connections to the City *(select all that apply)*

658 responses from 553 participants

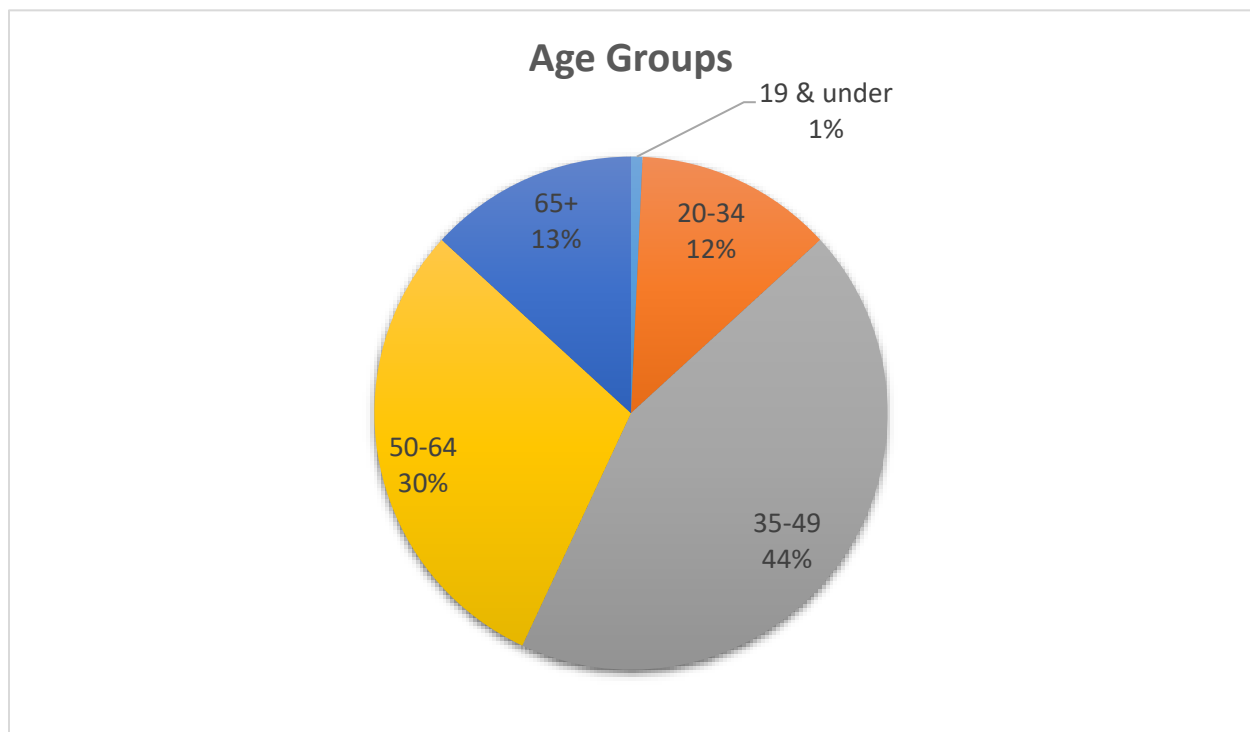
Choice	Percentage	Count
Residential tenant renter in New West	18%	100
Residential property owner condo townhouse house etc in New West	78%	433
Employee in New West	11%	63
Business owner in New West	5%	27
Student in New West	2%	13
Commercial including rental buildings industrial property owner in New West	1%	4
Other	3%	18



## Age Groups

553 responses

Age Group	Percentage	Count
19 & under	1%	4
20-34	12%	69
35-49	44%	242
50-64	30%	165
65 & older	13%	73

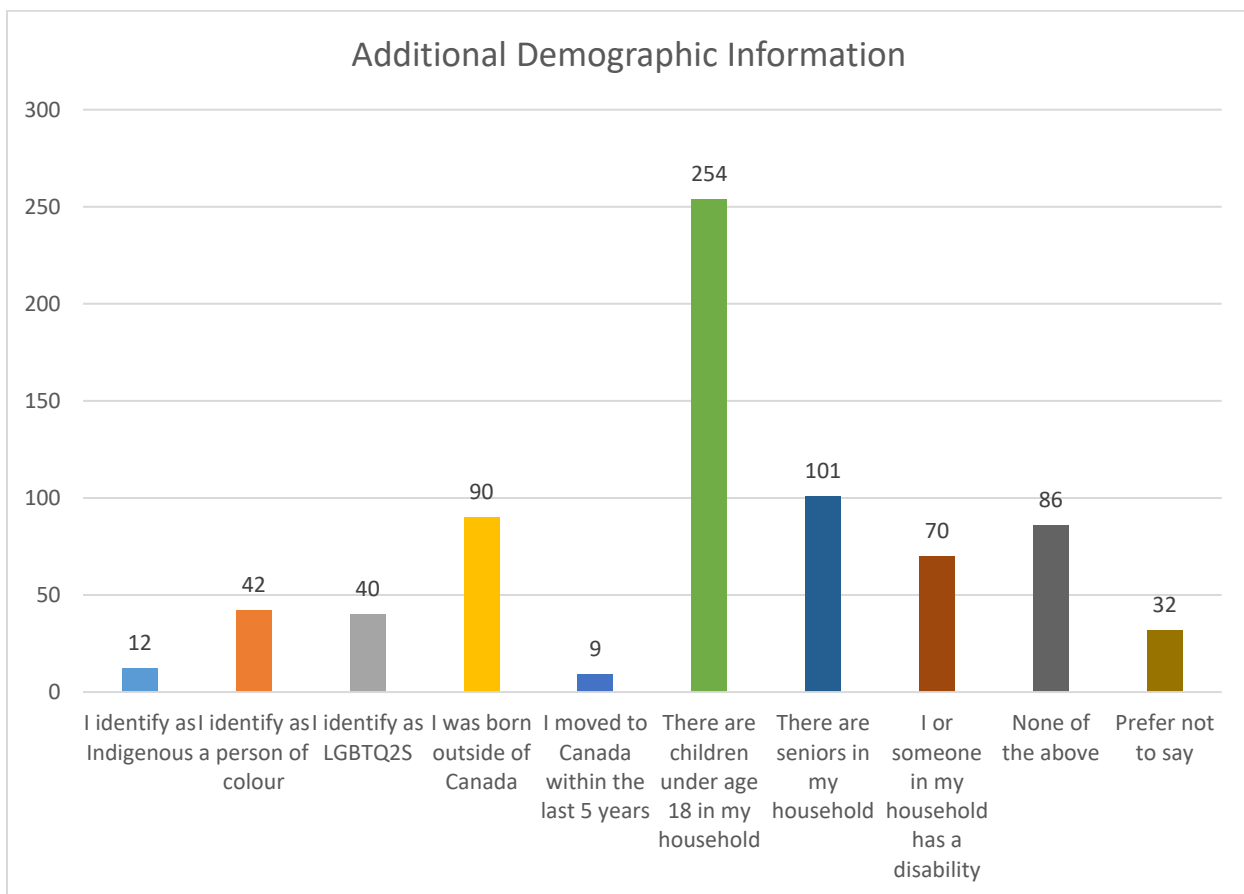


## Additional Demographic Information (*select any / all that apply*)

736 responses from 553 participants

Choice	Percentage	Count
I identify as Indigenous	2%	12
I identify as a person of colour	8%	42
I identify as LGBTQ2S	7%	40

I was born outside of Canada	16%	90
I moved to Canada within the last 5 years	2%	9
There are children under age 18 in my household	46%	254
There are seniors in my household	18%	101
I or someone in my household has a disability	13%	70
None of the above	16%	86
Prefer not to say	6%	32



### Demographic Analysis

As we see in most City of New Westminster engagements, residential tenants were underrepresented (18% of participants; 44% of residents according to Census), while property owners were over represented (78% of participants; 56% of residents according to Census). Three hundred and seventy eight unique New Westminster postal codes, and six postal codes from neighbouring municipalities outside of the New West, were provided by the 553 participants on Be Heard.

For age ranges of engagement participants, there were four responses from residents age 19 or younger (1% of participants; 17% of residents according to Census), and only 69 responses from those between the ages of 20 – 34 (12% of participants; 23% of residents according to Census). Both of these age groups were highly underrepresented compared to Census data. Conversely, the 35-49 year old age group was overrepresented (44% of participants; 22% of residents according to Census). Other age groups (20 -34, 50-64 and 65+) were similar (within 5%) to Census representation.

In terms of other demographic information provided by survey participants, we can compare with Census data on Indigenous, immigrant, new immigrant (arrived within past five years) and visible minority proportions of the New Westminster community. Based on this comparison, immigrants and visible minorities were underrepresented among Be Heard participants. Indigenous people and new immigrants were similar (within 5%) to Census representation.

## Next Steps

Parks & Recreation staff heard loud and clear from poll and survey participants that there is a strong desire for a longer outdoor pools season, expanded hours and program offerings to maximize use of New Westminster's outdoor pools during the interim period without a public indoor pool. Staff are considering and incorporating the community's input as they develop the spring schedule for Moody Park Pool.

The engagement results will be shared with Council and the community, along with information about 2022 outdoor pool programming and how input helped shape the decisions. As the outdoor pools are opened and operating for the 2022 season, Parks & Recreation staff are also committed to ongoing monitoring and user feedback to understand how things are working and whether any adjustments could be made.

# **Attachment 2**

## **Outdoor Pool 2022**

### **Extended Season Financial Analysis**



**\*NEW incremental budget impacts associated with relocated and expanded services as a result of CGP decommissioning**

\* these are additional and one-time expenses and revenues generated by additional program hours utilized by outdoor pools

**Extension of Outdoor Pool Operations**

<b>Moody Park Outdoor Pool</b>		
<b>Moving from 2 month to 5 month/year operation for 2022</b>		
<b>Materials, Equipment and Contracted Services</b>	<b>Incremental Expense</b>	<b>Projected Revenues</b>
Utilities - \$7898/month x 3 months - continues to 2023	\$ 23,700.00	
Chemicals - \$8445/month x 3 months - continues to 2023	\$ 25,300.00	
	<b>\$ 49,000.00</b>	

<b>Hume Park Outdoor Pool</b>		
<b>Moving from 2 month to 3 month/year operation for 2022 -*add an additional 2 mos in 2023</b>		
<b>Materials, Equipment and Contracted Services</b>	<b>Incremental Expense</b>	<b>Projected Revenues</b>
Utilities - \$4000/month x 1 month - continues to 2023- with potential additional 2 mos for Hume.	\$ 4,000.00	
Chemicals - \$4500/month x 1 month - continues to 2023- with potential additional 2 mos for Hume.	\$ 4,500.00	
	<b>\$ 8,500.00</b>	

<b>Outdoor Pools combined</b>		
<b>Administrative and Program Instructors - extra costs</b>	<b>Incremental Expense</b>	<b>Projected Revenues</b>
2022 - total of 4 extra operational months	\$ 228,400.00	
(3 extra months Moody. 1 extra month Hume) - continues to 2023 with potential additional 2 mos for Hume.	<b>\$ 228,400.00</b>	

<b>Outdoor Pools - Total incremental projected expense</b>		
	<b>Incremental Expense</b>	<b>Projected Revenues</b>
<b>Total</b>	<b>\$ 285,900.00</b>	

<b>Outdoor Pools - offsetting projected revenues</b>		
<b>Offsetting new revenue for extra seasons</b>	<b>Incremental Expense</b>	<b>Projected Revenues</b>
2022 - total of 4 extra operational months		\$114,700

Outdoor Pools - offsetting projected revenues *with addition of \$2 value admission on weekends		
Offsetting new revenue for extra seasons	Incremental Expense	Projected Revenues
2022 - total of 4 extra operational months		\$114,700
Hume - additional weekend revenue		\$25,500
Moody - additional weekend revenue		\$42,500
<b>Total</b>		<b>\$182,700</b>

Outdoor Pools - offsetting projected revenues *with addition of \$1 value admission on weekends		
Offsetting new revenue for extra seasons	Incremental Expense	Projected Revenues
2022 - total of 4 extra operational months		\$114,700
Hume - additional weekend revenue		\$12,750
Moody - additional weekend revenue		\$21,250
<b>Total</b>		<b>\$148,700</b>



# P R O C L A M A T I O N

CITY OF NEW WESTMINSTER

## BLACK HISTORY MONTH February 2022

- WHEREAS** Black History Month has been celebrated and recognized in Canada since 1979; and
- WHEREAS** the City of New Westminster has been home to members of the black community since before incorporation; and
- WHEREAS** pioneers of New Westminster's black community such as Thomas Henry Forester, Elizabeth Forester, Antonio Hernandez, John Hernandez, John Sullivan Deas, Owen Wormley Brown and Terese Berra-Berra were respected members of both the business community and social life of our City; and
- WHEREAS** there continues to be a rich and supportive black community and network of businesses in our City; and
- WHEREAS** Canada, as a nation has declared the theme for this year's black history month to be February and Forever: Celebrating Black History today and every day.
- NOW  
THEREFORE** I, Jonathan Côté, Mayor of the City of New Westminster do hereby proclaim the month of February as

### Black History Month

In the City of New Westminster, Province of British Columbia.

  
Jonathan Côté  
MAYOR





## **SPECIAL CITY COUNCIL MEETING**

### **MINUTES**

**Wednesday, November 24, 2021**

**Meeting held electronically and open to public attendance**

**Council Chamber, City Hall**

#### **PRESENT:**

Mayor Jonathan Cote  
Councillor Chinu Das\*  
Councillor Patrick Johnstone  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Chuck Puchmayr\*  
Councillor Mary Trentadue

#### **STAFF PRESENT:**

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Curtis Bremner	Acting Fire Chief, New Westminster Fire and Rescue Services
Mr. Rod Carle	General Manager, Electrical Utility
Mr. Richard Fong	Director of Human Resources
Mr. Dean Gibson	Director of Parks and Recreation
Ms. Lisa Leblanc	Director of Engineering Services
Mr. Craig MacFarlane	Manager of Legal Services
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Carilyn Cook	Committee Clerk

\*Denotes electronic attendance.

## **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Mayor Cote opened the meeting at 10:00 a.m. and recognized with respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

## **2. REPORTS AND PRESENTATIONS FOR COUNCIL DISCUSSION AND ACTION**

### **2.1 Canada Games Pool Update**

- a. Presentation (On Table)**
- b. Report: Canada Games Pool Update**

Dean Gibson, Director of Parks and Recreation, reported that over the past eight weeks, City staff, the təməsew' txw Aquatic and Community Centre project team, and independent professionals have been working to address issues related to the flooding of critical mechanical systems required to operate the Canada Games Pool, as well as factors related to a leak in the main pool tank. Today staff are releasing Council's decision to decommission the pool. Mr. Gibson acknowledged the impact that decommissioning the pool will have on the community, as it is a much used and loved facility.

Mr. Gibson, Tobi May, Manager, Civic Buildings, and Harji Varn, Chief Financial Officer and Director of Finance, provided a presentation on the Canada Games Pool.

In response to questions from Council, Mr. Gibson, Ms. May, and Ms. Varn advised:

- The cause of the leak is currently unknown; however, the contractor for the new facility has been following all protocol;
- Full attention is being paid to determine the cause of the leak and it is anticipated that a report of the findings will be coming to Council in the new year;
- While the minimum estimated time frame for repair of the pool outlined in Option B is eight months, that time could be extended if additional leaks are

- found or if current supply chain challenges continue. In the best-case scenario, the pool would be re-opened for one year maximum;
- The amount of funds projected to be either spent or saved reflects the minimum amounts; however, based on risk factors, the amount spent could amount to much more; and,
  - A specific public communication plan, will include updates to the city website and social media platforms, and emails to customers. The communications plan needs to be implemented as soon as possible so that the community is updated as the process moves through key milestones.

In discussion, Council members noted:

- Gratitude to staff for their work on this difficult situation and the comprehensive report that was provide to facilitate discussion of the options available to address the issue;
- This is a necessary but unrewarding process which requires a difficult decision;
- The history of scheduling auxiliary workers for full-time hours creates contentious issues and should be re-visited with the opening of the new facility;
- Correct information regarding the decommissioning of the pool must be shared with the public in order to dispel rumours circulating throughout the community;
- The Massey gym could be utilized to create fitness opportunities and employ auxiliary staff;
- The impact of decommissioning the pool will be great, especially since it was anticipated that it would be open until the new facility is complete;
- Ongoing updates must be shared with the community in order to remain transparent throughout this process;
- The financial and other variables that come with Option B make it an undesirable investment; therefore, Option A is the best decision for the City;
- Funds would be better spent to expand services in the community than risk a long and costly process of repairing the leak which would ultimately result in only a few months of extra service of the pool;
- The City must commit to determining the cause of the leak as the community deserves answers;
- Decommissioning of the pool puts pressure on the City to ensure that construction of the new facility is on schedule or even finished ahead of schedule so that it is open as soon as possible;
- Consideration should be made to extending the opening time periods for the outdoor pools, with feedback being sought from the community as to which

months would make the most sense for them, as well as assisting community members in accessing winter swim lessons at neighbouring pools;

- Previous discussions by Council regarding the aging Canada Games Pool addressed which would be the best choice for the City moving forward: renovation and repair or rebuilding the facility. Previous work acknowledging the facility's infrastructure problems allowed Council to make the most appropriate decision for the community and rebuild the centre and, as this work continues, it is important to acknowledge that there was some foresight and planning;
- Continuing to address aging infrastructure in the city is very important; and,
- The losses that will be experienced with the decommissioning of the pool only reinforces the need for this type of facility in the community.

Mayor Cote advised that he would reach out to neighbouring Mayors to seek opportunities that may be available for New Westminster residents at their aquatic and fitness facilities. He shared that decommissioning the pool is the right decision for the City and stressed the importance of keeping the community up to date on the closure and alternative services moving forward.

MOVED AND SECONDED

**THAT** staff release to the public, Council's decision to decommission the Canada Games Pool.

**Carried.**

All members present voted in favour of the motion.

### 3. **END OF THE MEETING**

The meeting ended at 10:56 a.m.

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Jonathan Cote

MAYOR

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Jacque Killawee

CITY CLERK



**SPECIAL CITY COUNCIL WORKSHOP**

**MINUTES**

**Monday, November 29, 2021 at 2:00 p.m.**

**Meeting held electronically and open to public attendance  
in Council Chamber, City Hall**

**PRESENT:**

Mayor Jonathan Cote  
Councillor Chinu Das  
Councillor Patrick Johnstone  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Chuck Puchmayr\*  
Councillor Mary Trentadue\*

**STAFF PRESENT:**

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Curtis Bremner	Acting Fire Chief, New Westminster Fire and Rescue Services
Mr. Jorge Cardenas	Chief Librarian*
Mr. Rod Carle	General Manager, Electrical Utility*
Mr. Richard Fong	Director of Human Resources*
Mr. Dean Gibson	Director of Parks and Recreation
Mr. Dave Jansen	Chief Constable, New Westminster Police Department*
Ms. Lisa Leblanc	Director of Engineering Services
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Erika Mashig	Manager, Parks and Open Space Planning, Design and Construction*
Ms. Carilyn Cook	Committee Clerk

\*Denotes electronic attendance



## **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Mayor Cote opened the meeting at 2:00 p.m. and recognized with respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

## **2. REPORTS AND PRESENTATIONS**

### **2.1 Budget 2022: Proposed Service Enhancement Requests and Funding Strategies**

- a. **Presentation (On Table)**
- b. **Budget 2022: Proposed Service Enhancement Requests and Funding Strategies**

Lisa Spitale, Chief Administrative Officer, and Harji Varn, Director of Finance, provided a presentation titled, “2022 Operating Budget – General Fund Proposed Investments & Offsets”. Ms. Spitale advised that staff were available to answer questions.

In response to questions from Council, Ms. Varn, Dean Gibson, Director of Parks and Recreation, Erika Mashig, Manager, Parks and Open Space Planning, Jorge Cardenas, Chief Librarian, Dave Jansen, Chief Constable, and Curtis Bremner, Acting Fire Chief, advised:

- The Open Space Planner position is requested largely in part to address the workload of staff who are currently supplementing managerial work and to support interdepartmental work, update the Parks and Recreation Master Plan, and oversee construction of capital projects;
- Further details with respect to the New Westminster Grand Prix not being offered in 2022 due to ongoing construction in the Downtown and waning revenue are anticipated to be provided to Council before the end of the year;
- It is expected that the Library will no longer charge late fees sometime in the first quarter of new year, after further discussion with the Library Board;
- The E-Comm budget enhancement comes from a review that E-Comm conducted of their operations which resulted in an additional cost to all municipalities who utilize E-Comm’s services in order to stabilize their operating model. The increased cost does not come with an increase in service; however, this will come in future years, particularly on the non-emergency side;
- The E-Comm budget enhancement for the New Westminster Police Department is designated temporary as it is currently unclear if it will be a

permanent increase. The E-Comm service cost increase to New Westminster Fire and Rescue Services (NWFRS) of \$30,000 was absorbed into the NWFRS's budget;

- If Council does not move forward with the budget enhancement for E-Comm, it is unknown what impact that would have on the delivery of services;
- Savings realized from the decommissioning of the Canada Games Pool would partially top up funding for the Indigenous Relations Advisor position;
- The cost of renting election equipment, which the City has done each election year, has increased over 100 percent since 2018 and staff continue working to lower these costs;
- The required unlocked emergency exit between the Anvil Centre and the office tower, which enters into the conference level, necessitates the employment of a security guard to ensure safety. A structural solution to this issue will come from a comprehensive review of civic properties. Staff are confident that a design solution can be found which would eliminate the need for a 24-hour security guard and a report outlining these options will be provided to Council next year;
- The \$0.7M from the decommissioning of the Canada Games Pool is recommended to be used as funding to offset some of the one-time investments in the proposed service enhancements;
- Residents receive a breakdown of the City's budget by department along with their property taxes to assist them in understanding where funds are being allocated.

In discussion, Council members noted:

- Current services provided by E-Comm are essential and beneficial to the many communities who have relied on them for years; however, there are significant issues that must be addressed for which there are no easy solutions. These services must not be underfunded;
- The City should investigate the possibility of providing services internally where E-Comm cannot;
- Next year, the Police Board will have discussions with E-Comm to review service options;
- Staff are requested to provide a report to Council on the full scope of the situation with E-Comm so that it may be better understood and options discussed;
- Determination of building design options at the Anvil Centre which would increase security and save on security expenses could possibly be done prior to final budget approval;
- Savings realized from the decommissioning of the Canada Games Pool should not all go to funding budget enhancements as funds will be needed for additional programming to help mitigate the closure of the pool;

- While it would be nice to have a lower property tax increase as residents are already stretched financially due to the increase in utilities, etc., mandatory salary and insurance increases dictate the greater increase;
- Many small businesses have been lost due to the pandemic and, although companies may have taken over some of those spaces, we must remain cognizant of the impact that COVID has made and continues to make on small businesses;
- The Indigenous Relations Advisor position should not be considered a temporary position as the work will be ongoing; and,
- Staff were commended and thanked for their hard work on the budget during which has been another difficult year.

MOVED AND SECONDED

**THAT** Council provide staff with direction on the 2022 Proposed Service Enhancement requests; and

**THAT** Council's direction be then incorporated into the Draft Consolidated Financial Plan Bylaw, 2022 – 2026 reflecting a property tax rate increase of 4.4% for 2022.

**Carried.**

All members present voted in favour of the motion.

Council direction: That a report should be provided to Council on the E-Comm situation.

## **2.2 Budget 2022: Responses to Council Questions from November 1st Workshop**

Mayor Cote stated that more in-depth discussions regarding insurance must be undertaken next year in order to mitigate some of the risks that may be coming.

MOVED AND SECONDED

**THAT** Council receive this report for information as part of the Budget deliberation process.

**Carried.**

All members present voted in favour of the motion.

Harji Varn, Director of Finance and Chief Financial Officer advised that next steps include staff to preparing a draft five-year financial plan for Council's consideration at the City Council meeting on December 13, 2021 and, if approved, the 2022-2026 Financial Plan Bylaw will come back to Council in January for three readings and adoption.

3. **END OF THE MEETING**

The meeting ended at 3:13 p.m.

---

Jonathan Cote  
MAYOR

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Jacque Killawee  
CITY CLERK



# Corporation of the City of NEW WESTMINSTER

*A vibrant, compassionate, sustainable city that includes everyone.*

## PUBLIC HEARING

### MINUTES

December 6, 2021

#### PRESENT:

Mayor Jonathan Cote  
Councillor Chinu Das  
Councillor Patrick Johnstone  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Mary Trentadue

#### ABSENT:

Councillor Chuck Puchmayr (Due to Conflict of Interest)

#### STAFF PRESENT:

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Ms. Carolyn Armanini	Planner, Office of the Chief Administrator
Ms. Dilys Huang	Planner, Climate Action, Planning and Development
Ms. Lisa Leblanc	Director of Engineering Services
Mr. John Stark	Supervisor of Community Planning
Ms. Nicole Ludwig	Assistant City Clerk

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#### 1. **CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Mayor Cote opened the meeting at 6:00 p.m. and recognized with respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

**2. STATEMENT CONCERNING THE PROPOSED BYLAW AND THE CONDUCT OF THE PUBLIC HEARING**

Mayor Cote provided a statement regarding the bylaws under consideration, and the conduct of the public hearing, which included the expectation that everyone at the meeting will make every attempt through their words and actions to maintain a safe and respectful environment.

**3. Crisis Response Bylaw Amendments and Housing Projects in Downtown and Queensborough**

**3.a Proposal Information**

**3.a.1 Notices of Public Hearing**

- 3.a.1.1 Official Community Plan Amendment Bylaw (City-wide Crisis Response) No. 8285, 2021 and Zoning Amendment Bylaw (City-wide Crisis Response) no. 8286, 2021**
- 3.a.1.2 Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021 and Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021 for supportive housing on Province-owned Land**
- 3.a.1.3 Official Community Plan Amendment Bylaw (350-366 Fenton Street) No. 8281, 2021 and Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021 for non-market housing on City-owned land**

**3.a.2 Bylaws**

- 3.a.2.1 Official Community Plan Amendment Bylaw (City-wide Crisis Response) no. 8285, 2021**
- 3.a.2.2 Zoning Amendment Bylaw (City-wide Crisis Response) No. 8286, 2021**
- 3.a.2.3 Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021**
- 3.a.2.4 Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021 for supportive housing on Province-owned land**

**3.a.2.5 Official Community Plan Amendment Bylaw (350-366 Fenton Street) No. 8281, 2021**

**3.a.2.6 Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021 for non-market housing on City-owned land**

**3.a.3 Decisions, Reports and Related Documents**

**3.a.3.1 Official Community Plan Amendment Bylaw (City-wide Crisis Response No. 8285, 2021) and Zoning Amendment Bylaw (City-wide Crisis Response) No. 8286, 2021**

**3.a.3.1.1 Index for City-Wide Crisis Response Amendments**

**3.a.3.1.2 Previous Decisions, Reports and Related Documents**

**1. R-1 Minutes Extracts**

**2. R-2 Council Report – September 13, 2021**

**3. R-3 Council Presentation – September 13, 2021**

**4. R-4 Advisory Planning Commission Report – September 21, 2021**

**5. R-5 Council Report – September 27, 2021**

**6. R-6 Affordable Housing and Child Care Advisory Committee Presentation – November 9, 2021**

**7. R-7 Council Report – November 15, 2021**

**3.a.3.2 Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021 and Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021 for supportive housing on Province-owned land**

**3.a.3.2.1 Index for 60-68 Sixth Street**

**3.a.3.2.2 Previous Decisions, Reports and Related Documents**

**1. R-1 Minutes Extracts**

**2. R-2 Council Report – September 13, 2021**

**3. R-3 Council Presentation- September 13, 2021**

4. R-4 Advisory Planning Commission Report – September 21, 2021
5. R-5 Presentation – BC Housing – September 27, 2021
6. R-6 Council Report – September 27, 2021
7. R-7 Council Report – November 15, 2021

**3.a.3.3 Official Community Plan Amendment Bylaw (350-366 Fenton Street No. 8281, 2021 and Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021 for non-market housing on City-owned land**

**3.1.3.3.1 Index for 350-366 Fenton Street**

**3.1.3.3.2 Previous Decisions, Reports and Related Documents**

1. R-1 Minutes Extracts
2. R-2 Council Report – October 28, 2019
3. R-3 Presentation – Virtual Info Session – July 8, 2020
4. R-4 Council Report – July 13, 2020
5. R-5 Council Report – August 10, 2020
6. R-6 NWDP Report and Design Package – September 22, 2020
7. R-7 NWDP On Table Items – September 22, 2020
8. R-8 NWDP Applicant Presentation – September 22, 2020
9. R-9 Council Report – September 13, 2021
10. R-10 Presentation to Council – September 13, 2021
11. R-11 APC - September 21, 2021
12. R-12 Council Report (First Reading) – September 27, 2021



**13. R-13 Council Report (Second Reading) – November 15, 2021**

**3.1.4 Public Input**

**3.1.4.1 Public Input Submissions**

**3.1.4.1.1 City-Wide Crisis Response**

Jacque Killawee, City Clerk, advised no public input submissions had been received related to Bylaw Nos. 8285, 2021 and 8286, 2021.

**3.1.4.1.2 60-68 Sixth Street**

Jacque Killawee, City Clerk, advised one public input submission had been received related to Bylaw Nos. 8283, 2021 and 8284, 2021.

**3.1.4.1.3 350-366 Fenton Street**

Jacque Killawee, City Clerk, advised no public input submissions had been received related to Bylaw Nos. 8281, 2020, and 8282, 2021. Ms. Killawee also advised that a clerical error had the title for this section on the agenda as "350-366 Sixth Street", and that this would be corrected in the minutes.

MOVED AND SECONDED

**THAT** Council receive the following public input submissions related to Bylaw Nos. 8283, 2021, and 8284, 2021, related to 60-68 Sixth Street:

Public Input Submissions			
Name	Date Submitted	Date Received	#
Carol Miller	November 30, 2021	December 1, 2021	C-1

**Carried.**

All members present voted in favour of the motion.

**3.b Overview of the Proposal (Climate Action, Planning and Development)**

Emilie Adin, Director of Climate Action, Planning, and Development, introduced the applications, noting three separate but closely related projects had been

bundled into one review and consultation process in order to meet funding deadlines, as well as responding to urgent needs in the community. She advised that the proposals will provide a more nimble response to time-sensitive social, physical and health needs.

**1. Official Community Plan Amendment Bylaw (City-wide Crisis Response) No. 8285, 2021 and Zoning Amendment Bylaw (City-wide Crisis Response) no. 8286, 2021**

Ms. Adin summarized the applications for Bylaw Nos. 8285, 2021 and 8286, 2021, as follows:

- The proposed changes are related to addressing urgent crises related to Provincial emergency declarations, and regionally recognized crises;
- Properties under consideration must be owned or under long-term lease by the City, BC Housing, or another public agency;
- Projects must be government agency funded and operated by a public agency or non-profit society;
- Projects must address needs identified through a BC Public Health Emergency Declaration, State of Emergency Declaration; or a crisis affecting the region;
- The proposed Official Community Plan (OCP) amendment will permit, in all land use designations, any land uses that address needs identified through a BC Public Health Emergency Declaration, a BC State of Emergency Declaration, or a crisis affecting the Metro Vancouver region that is publicly recognized by multiple member municipalities, including the City of New Westminster;
- The proposed Zoning Amendment includes a definition for Crisis Response Use, outlines transportation related provisions for Crisis Response Use, permits Crisis Response Uses in all zoning districts and outlines criteria with which Crisis Response Uses must comply; and,
- The proposals are in alignment with various City policies, initiatives, and strategic goals.

Climate Action, Planning and Development staff recommended Council consider Bylaw No. 8285, 2021, and 8286, 2021 for Third Reading.

**NOTE:** Council received the presentation for item 3 prior to item 2, as listed below.

**2. Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021 and Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021 for supportive housing on Province-owned land**

Carolyn Armanini, Planner, Office of the Chief Administrative Officer, summarized the application as follows:

- BC Housing is working with the City to develop supportive housing for individuals experiencing or at-risk of homelessness;
- The proposal is for 52 units of modular homes with supports for tenants, and will be staffed 24 hours a day, seven days per week (24/7);
- The OCP amendment will remove the requirement for at-grade commercial if the housing on the two sites is supportive housing;
- The rezoning amendment will change the permitted land use from Downtown Mixed Used Districts to Comprehensive Development District; and,
- The proposal aligns with multiple City policies, initiatives and strategic goals.
- Staff recommended Council consider Bylaw Nos. 8281, 2021 and 8282, 2021 for third reading.

**3. Official Community Plan Amendment Bylaw (350-366 Fenton Street) No. 8281, 2021 and Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021 for non-market housing on City-owned land**

Carolyn Armanini, Planner, Office of the Chief Administrative Officer, summarized the application as follows:

- Vancouver Native Housing Society is working with the City to develop homes for Indigenous individuals and families.
- The proposal is for 58 residential units over three storeys;
- There will be a mix of studio, one and two-bedroom apartments and affordable rental rates geared to tenant incomes;
- 20% of units will be fully accessible and the building will use energy efficient construction;

- Approval of the OCP amendment will reclassify land use from Residential – Low Density to Residential – Multiple Unit buildings;
- Approval of the zoning amendment will change permitted land use from Queensborough Neighbourhood Residential Dwelling Districts to Comprehensive Development District;
- Senior government funding is being sought and is required for the completion of this project; and,
- The proposal aligns with various City policies, initiatives and strategic goals.

Staff recommended Council consider Bylaw Nos. 8281, 2021 and 8282, 2021 for third reading.

### **3.c Opportunity to Speak to Council**

Mayor Cote called for speakers.

**NOTE:** unless otherwise noted, all speakers are residents of New Westminster.

Tsitsi Watt, BC Housing provided a presentation regarding the proposal for 60-68 Sixth Street, noting the following:

- The COVID-19 Pandemic has demonstrated how important it is to keep people in safe housing;
- 123 people in New Westminster were reported as experiencing homelessness in 2020;
- People experiencing homelessness are not a homogenous group;
- There are many reasons that people experience homelessness, including structural factors, individual and relationship factors, and systemic failures;
- Priority will be given to people who live or work in New Westminster;
- Residents will be assessed by BC Housing, the operator and local service providers to match the needs of the resident to support services;
- There is a thorough process to determine the services needed and to create a healthy resident mix;
- All residents pay rent and sign an agreement around expectations and behaviours; and,
- The construction will be modular housing which can be easily transported and assembled.

Ruby Campbell spoke in support of all of the applications and thanked staff for their work on them, noting it is difficult to find supportive housing and

underscoring how important it is, not only in terms of housing, but also in terms of prioritizing equity, diversity, inclusion and anti-racism policies and practices.

Chit Vyas expressed concerns with the proposal for 350-361 Fenton Street, and provided a brief presentation on both sides noting:

- Safety for residents is a great concern;
- The area is prone to flooding; only 50 to 70 mm of rain will overflow the open ditches, which then can't be seen;
- People living in the proposed development would have to cross any flooding in order to access transit, schools, shopping and other amenities; this and the lack of sidewalks make it a safety issue; and,
- The City must respond in order to address safe pedestrian access to transit before approval of the application takes place.

At the request of Council, Catalin Dobrescu, Utilities and Special Projects Engineer, summarized the measures the City has taken over the past five years to improve drainage on Fenton Street, including rebuilding the pump station, and staff are now focusing on local drainage barriers and illegal driveway extensions.

Lisa Leblanc, Director of Engineering Services, advised the frontage adjacent to the project would be completed with sidewalks and street lighting.

In response, Mr. Vyas noted that limiting the completion of sidewalks to the front of the lot does not address safety concerns for pedestrians who will still need to negotiate any flooding that might occur, and suggested Council take immediate action to fix the flooding; he requested City staff develop a robust and immediate plan to provide a solution.

Elliot Rossiter spoke in support of the applications, noting that previous speakers' comments are relevant in considering if there is adequate infrastructure to support the Fenton Street project. He also noted that in the face of multiple crises, urgency action is required and expediting the consultation process is sensible. He explained that the structure of the consultation is important to allow people with different life experiences to participate.

Pat Muise expressed concerns about the cost to the City, especially the value of the land being donated. He also noted concerns with alleged problems with modular homes in other communities and whether the City will be compensated for taxes, policing and other services.

At 6:53 p.m. Councillor McEvoy rose on a point of order to note that the speaker should keep comments to the applications under consideration. The Mayor agreed.

Mayor Cote advised that the City's contribution to these projects is land and this is done by other cities to build affordable housing. He also noted that modular housing is used all over the Lower Mainland and the proposed development on Sixth Street will be targeted to people who are living in New Westminster. He also noted that the Temporary Use Permit approved for a shelter in the former Army & Navy Department Store is a stopgap measure to provide temporary shelter until this project is completed.

David Brett spoke generally in support of the proposed development at 60-68 Sixth Street, but expressed concerns with concentrating services in one area for people who are disenfranchised, particularly in the downtown core. He expressed support for a more distributed housing and services strategy to keep vulnerable people away from the downtown area. He advised that while modular homes are superior to shelters, residents are often not supported to the extent that they need.

At 7:00 p.m., Councillor Nakagawa rose on a Point of Order to note that comments should be restricted to the land uses proposed in the applications, not about the people who might live in the proposed projects. Mayor Cote agreed.

Mr. Brett continued, noting he does not support the crisis response bylaw changes, because a long term problem such as homelessness does not have a quick answer, and that more supports are needed in supportive housing, particularly when it is provided in relation to recovery. He also expressed reticence in relation to the proposal for Fenton Street due to the density of the proposed development.

Robert Jost voiced concerns with the proposal for 60-68 Sixth Street, noting there is no community centre nearby, many businesses in the area have closed, and bus service has been declining in the area. He related that higher density and lower incomes do not mix, there is a cluster of other, similar housing and shelters already in the area, and that such projects should have a better regional distribution.

At 7:05 p.m., Councillor Trentadue rose on a point of order to note that comments should be restricted to the merits of the projects, not speculate on what might occur in the future. Mayor Cote agreed.

Mr. Jost continued, noting that a density equivalent to 200 units per acre is too dense, more supports are needed in supportive housing, and asked whether there would be meeting rooms and common areas in the project.

**Procedural Note:** The Public Hearing recessed at 7:09 p.m. to allow new speakers to join the meeting. The meeting reconvened at 7:12 p.m. Councillor Trentadue read a statement regarding the expectation that everyone at the meeting will make every attempt through their words and actions to maintain a safe and respectful environment.

Mayor Cote called for additional first-time speakers.

Dana Z. expressed concerns with the 60-68 Sixth Street proposal, particularly that future residents might gather outside and that it will be a challenge to ensure the safety of residents already in the neighbourhood.

Teresa expressed concerns regarding safety in the neighbourhood of the 60-68 Sixth Street proposal.

At 7:17 p.m., Councillor Trentadue rose on a point of order to note that comments should be restricted to the merits of the projects, and not focus on past events. Mayor Cote agreed.

Teresa continued, noting there are several similar projects in the neighbourhood, and again expressed concerns for safety.

At 7:19 p.m., Councillor Nakagawa rose on a point of order, noting that many of the comments from speakers are stigmatizing people who are homeless as dangerous and requested to not conflate these two matters. Mayor Cote agreed.

Sarina expressed concerns with the inadequacy of support for people in supportive housing, and with the safety of children in the neighbourhood of the 60-68 Sixth Street proposal.

Kevin noted concerns with the proposal for Fenton Street, especially that flooding is a concern and a real problem for the area.

Mayor Cote called for second time speakers.

Chit Vyas, speaking a second time, reiterated his opposition to the Fenton Street proposal, noting the City needs to deal with infrastructure issues prior to

building. He noted the site is not ready to support the density that will be added, and that there is currently no easy access to transit and amenities due to lacking infrastructure. He advised he would be supportive of the development if the infrastructure needs were dealt with before housing is built on the site.

David Brett, speaking a second time, noted that his support for the Sixth Street proposal is because there is a desperate need for housing now. He noted he is not generally in favour of “hurry up housing” and having to jump at Provincial opportunities when these arise. He also noted that it is not good policy to concentrate services for people who need them most in one area, and that the services should be distributed across the city and the region. He submitted that the project could have been planned out better if action had been taken earlier prior to the COVID-19 epidemic, which has exacerbated homelessness due to social distancing policies.

May spoke in opposition to the Sixth Street application, noting that it is too close to a children’s centre, open drug use in the area has increased on neighbourhood streets, and this proposal may damage the reputation of the City.

Tracy spoke in opposition to the plan, noting that residents were not given an opportunity to share their opinions and its approval might drag housing prices down.

At 7:40 p.m. Councillor Trentadue rose on a point of order to request the speaker to speak to the application and not past experiences. Mayor Cote agreed.

Ray spoke in opposition to the Sixth Street application, indicating it seems to be more of a shelter as it is described.

Mayor Cote called for any additional and repeat speakers.

Elliot Rossiter, speaking a second time, noted it is important to hear from people who have lived experiences of homelessness and housing insecurity. He noted that when these types of projects are implemented, there is often no increase in crime and no adverse effects on property values.

Robert Jost, speaking a second time, indicated he would be more comfortable if the Sixth Street proposal was more like the Fenton Street proposal, and requested to know if there would be common spaces or meeting rooms where residents can meet inside the building.



At 7:43 p.m. Councillor Trentadue rose on a point of order to request that the speaker refrain from making personal references to Council members. Mayor Cote agreed.

Ms. Armanini, John Stark, Supervisor of Community Planning and Naomi Brunemeyer, BC Housing, advised that the Sixth Street proposal will include communal spaces, a medical room, a dining room, a lounge and individual offices for confidential service provision.

In response to a question from Council, Mr. Stark also advised that residents will be supported through choosing a non-profit operator with experienced staff and a history of success, and there will be two staff present at all times along with supports in the building and in the community. He noted that New Westminster's partnerships with BC Housing have resulted in decreasing homelessness, and other municipalities that have had issues with modular housing do not have the same levels of supports and services in the community as New Westminster, and so find it difficult to make referrals. He also advised that the shelter proposed on Columbia Street will only be open from November to March, and that the 60-68 Sixth Street proposal is for long-term, secure housing to enable people to make lasting changes in their lives.

In response, Mr. Jost advised he felt better about the proposal given these explanations, and suggested that information about local support groups be given to residents.

Pat Muise, speaking a second time, noted concerns with the effects on tax rates, and voiced concerns about the future residents of the Sixth Street proposal.

Mayor Cote reminded Mr. Muise that there is a code of conduct as outlined at the beginning of the public hearing and repeated at intervals throughout the meeting, and that everyone is expected to make every attempt through their words and actions to maintain a safe and respectful environment.

Sean Hardy advised that he can see the lot where the development is proposed, and requested information regarding research on safety measures that will be implemented.

Ms. Brunemeyer advised that BC Housing considers community safety paramount in these developments, and the way this starts is by providing access to housing, which gives people a place to go. She noted the facility will have one point of access with 24/7 staffing, security cameras and appropriate lighting.

Mr. Hardy opined that it seems BC Housing have the residents interests at heart and asked how staff will ensure residents will not be outside at night.

Ms. Brunemeyer advised that these will be residents' homes and they will be able to use them as any other homeowner or renter would.

Mr. Hardy again asked about safety measures, and Mayor Cote explained that the question had been answered.

Ray, speaking a second time, requested evidence that there would be no real effect on property values, and information on the cost of running the proposed project for Sixth Street.

Mayor Cote advised that the project is being built and operated by Provincial funding. Ms. Brunemeyer advised that BC Housing owns the site, and the capital costs will be about \$11M, and operating budgets vary but are typically between \$1M and \$2M per year.

Sarina, speaking a second time, advised she lives very close to the proposed Sixth Street project, and voiced concerns that having this project at this location might be detrimental to all involved, including the residents who may not be helped due to the proximity of other shelters and the cannabis store across the street which could act as a trigger. She suggested a different location for the project.

In response to a question from Council, Mr. Stark advised that there is another modular housing project which has been operational for several years, and is assisted by an advisory committee that includes membership from the operator, Provincial agencies, parent advisory councils, the City, two schools, and residents which deals with any concerns. He noted that at the most recent meeting there were few concerns, and as a result the committee will be working on an as-needed basis since concerns expressed for that project had not materialized.

Dana requested information on the completion date for the Sixth Street project. In response, Ms. Armanini advised that BC Housing will issue a request for proposals in the spring, and then anticipates an 18 month construction period.

Ruby Campbell, speaking a second time, advised she has worked on multiple housing projects in multiple cities, and said that this is a very important project for the City.

Robert Jost, speaking a third time, requested more clarity on the effects of housing prices if the Sixth Street project is completed.

Sarina, speaking a third time, indicated she agreed that the project was important and every aspect should be carefully considered due to possible effects on the city.

Ray, speaking a second time, requested information on the level of opposition required for a project to be stopped. In response, Mayor Cote advised that a Public Hearing is not a referendum, but an opportunity for Council to hear a variety of feedback from stakeholders, after which Council will consider all information and make a decision.

May, speaking a second time, suggested the safety of children in area should be a main concern.

At 8:19 p.m. Councillor Trentadue rose on a point of order to request the speaker keep comments to the application, and not comment on other people. Mayor Cote agreed, noting that avoiding stigmatizing comments and generalizations about people in need is important to create a safe environment for all to participate in a Public Hearing.

Alice Cavanagh spoke in support of the Sixth Street project, noting the downtown area is not very welcoming now, but leaving things as they are is not the answer. She expressed the opinion that this project is a way to make things better, the location is available, and the sooner people can get into housing with supports and opportunities, the better it is for the entire city.

David Brett spoke a third time, noted that it is not stigmatizing people when residents are expressing concerns about the issue of drug use in and around the facility, as this is one of the root reasons for social housing. He explained that neighbourhood acceptance is a key factor in the success or failure of social and supportive housing, which is why a rigorous consultation process is needed.

Ms. Adin advised that BC Housing has some examples of people in supportive housing which has mitigated many of the issues raised by speakers. At the request of Council, Ms. Watt described the application process for housing, noting that BC Housing strives for a healthy tenant mix and residents go through a rigorous assessment to ascertain if they are a good fit for the housing and the community. She advised that residents must sign a program agreement and

there are consequences if that is broken, just like any other condominium or apartment building.

Percy Mackerricher expressed concerns with the proposal for Sixth Street, noting that the process does not seem thorough, and that training should be provided so that people can take care of themselves. She expressed concerns that the proposal seems like room and board and not much else.

At 8:38 p.m. Councillor Trentadue rose on a point of order to request the speaker to refrain from commenting on or making inferences about people who might become residents of the project. Mayor Cote agreed.

Ms. Mackerricher continued, noting the plan does not seem well thought out and will cost too much money.

In response, Cluny MacPherson, BC Housing, advised that residents who will benefit from locally-available services will be offered housing, drug use is only one kind of vulnerability, many people in supportive housing are working but have other vulnerabilities, and part of BC Housing's role is to help people find pathways to independent housing.

Tracy Tran expressed concerns with the assessments for potential residents and questioned how BC Housing ensures their honesty. She also noted that homeowners may lose value in their purchases, and that she felt like her opinion was not being heard.

**Procedural Note:** Council recessed at 8:45 p.m. and reconvened at 8:50 p.m.

Ray, speaking a third time, raised concerns with the lack of background checks and requested information on the assessment used by BC Housing, particularly if it is as detailed as a police background check.

Sarina, speaking a fourth time, noted that current residents are aware of the after-hours nature of the neighbourhood for the proposed Sixth Street project and that their concerns should be considered. She expressed concerns that this is the wrong location for the project.

Pat Muise, speaking a third time, requested information on the cost and value of the land the City is providing, as well as additional costs to the City in the future from the Sixth Street project.

Percy Mackerricher asked where she could get more information on the projects considered at the public hearing. In response, the City Clerk suggested that the BeHeard New West page is the best place to get information.

Robert Jost, speaking a fourth time, advised that like many other people, he has a mental illness and takes exception to any comments which insinuate that people who have a mental illness are bad people. He also noted that he knows people who should be in supportive housing, but are scared to apply because of potential rejection from the neighbourhood. He also requested that future information about the Sixth Street development explicitly include information about the yard available and communal areas inside the development.

Mayor Cote called a final time for speakers and none were present.

MOVED and SECONDED

**THAT** the Public Hearing for the following bylaws be closed:

- Official Community Plan Amendment Bylaw (City-wide Crisis Response) No. 8285, 2021;
- Zoning Amendment Bylaw (City-wide Crisis Response) No. 8286, 2021
- Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021;
- Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021;
- Official Community Plan Amendment Bylaw (350-366 Fenton Street) No. 8281, 2021; and,
- Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Official Community Plan Amendment Bylaw (City-wide Crisis Response) No. 8285, 2021, be referred to Council for Third Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Zoning Amendment Bylaw (City-wide Crisis Response) No. 8286, 2021, be referred to Council for Third Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021, be referred to Council for Third Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021, be referred to Council for Third Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Official Community Plan Amendment Bylaw (350-366 Fenton Street) No. 8281, 2021, be referred to Council for Third Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021, be referred to Council for Third Reading.

**Carried.**

All members present voted in favour of the motion.

**4. END OF PUBLIC HEARING**

The meeting ended at 9:03 p.m.

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Jonathan X. Cote

MAYOR

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Jacque Killawee

CITY CLERK



# Corporation of the City of **NEW WESTMINSTER**

*A vibrant, compassionate, sustainable city that includes everyone.*

## **CITY COUNCIL MEETING**

### **MINUTES**

**Monday, December 6, 2021**

**Meeting held electronically and open to public attendance**

**Council Chamber, City Hall**

#### **PRESENT:**

Mayor Jonathan Cote  
Councillor Chinu Das  
Councillor Patrick Johnstone  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Mary Trentadue

#### **ABSENT:**

Councillor Chuck Puchmayr (Due to Conflict of Interest)

#### **STAFF PRESENT:**

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Ms. Carolyn Armanini	Planner, Office of the Chief Administrator
Ms. Dilys Huang	Planner, Climate Action, Planning and Development
Ms. Lisa Leblanc	Director of Engineering Services
Mr. John Stark	Supervisor of Community Planning
Ms. Nicole Ludwig	Assistant City Clerk

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#### **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Mayor Cote opened the meeting at 9:08 p.m.

#### **2. BYLAWS CONSIDERED AT THE PUBLIC HEARING**

##### **2.1 Official Community Plan Amendment Bylaw (City-wide Crisis Response) No. 8285, 2021**

To enable urgent and time-sensitive service response to local, regional and provincial crises. This bylaw is on the agenda to receive **THIRD READING**.

MOVED and SECONDED

**THAT** Official Community Plan Amendment Bylaw (City-wide Crisis Response) No. 8285, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

**2.2 Zoning Amendment Bylaw (City-wide Crisis Response) No. 8286, 2021**

To enable urgent and time-sensitive service response to local, regional and provincial crises. This bylaw is on the agenda to receive **THIRD READING.**

MOVED and SECONDED

**THAT** Zoning Amendment Bylaw (City-wide Crisis Response) No. 8286, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

**2.3 Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021**

To permit a supportive housing development containing studio homes with various on-site support services. This bylaw is on the agenda to receive **THIRD READING.**

In discussion, Council members noted the following:

- This application is not the same as the temporary use granted for the Army & Navy location, which will be lost at some point;
- It does not make sense to have a vacant lot in the downtown area during a housing crisis;
- The City is acting quickly because money from other levels of government is available;
- Similar conversations have taken place around other modular housing projects, and it is clear from the outcomes of those that BC Housing knows how to establish them, choose appropriate operators and how to fit them in the neighbourhood;
- Quick action is just one prong of addressing the housing crisis and staff continue to work hard on achieving the overall vision;
- General concerns with the Public Hearing process because it does not allow the conversation to encompass what the community wants it to;
- Fear and anger are valid emotions, but the Public Hearing process does not allow space to deal with it;
- The proposed facility will be fully staffed, and other amenities in the city including the large recovery community and mental health centre, will



mean full and relatively easy access to necessary and appropriate services for residents;

- People who are being considered as potential residents are usually the ones ready to take the next step and just need a little structure to help them get healthy and employed.
- Many of the residents will be people who were already living in New Westminster; and,
- Previous similar projects have proven very successful, despite similar concerns being voiced during the application process.

MOVED and SECONDED

**THAT** Official Community Plan Amendment Bylaw (60-68 Sixth Street) No. 8283, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

#### **2.4 Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021**

To permit a supportive housing development containing studio homes with various on-site support services. This bylaw is on the agenda to receive **THIRD READING.**

MOVED and SECONDED

**THAT** Zoning Amendment Bylaw (60-68 Sixth Street) No. 8284, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

#### **2.5 Official Community Plan Amendment Bylaw (350-366 Fenton Street) No. 8281, 2021**

To permit an affordable housing development for Indigenous individuals. This bylaw is on the agenda to receive **THIRD READING.**

In discussion, Council members noted the following:

- Concerns regarding the drainage issue on Fenton Street and access to transportation and other amenities are valid;
- There needs to be follow-up in Queensborough generally to firm up and increase infrastructure to make the area more livable;
- A project specifically for the Queensborough area to make sidewalks available and more accessible may be required; and,
- There are a variety of housing needs and so a full spectrum of housing solutions is needed.

**2.5 Official Community Plan Amendment Bylaw (350-366 Fenton Street)  
No. 8281, 2021**

MOVED and SECONDED

**THAT** Official Community Plan Amendment Bylaw (350-366 Fenton Street) No. 8281, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

**2.6 Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021**

MOVED and SECONDED

**THAT** Zoning Amendment Bylaw (350-366 Fenton Street) No. 8282, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Council direct staff to report back on strategies to address pedestrian safety and accessibility of the Fenton Street affordable housing sites.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Council direct staff to explore the development of an accessible pedestrian network between key sites in Queensborough.

**Carried.**

All members present voted in favour of the motion.

**3. END OF THE MEETING**

The meeting ended at 9:42 p.m.

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Jonathan Cote

MAYOR

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Jacque Killawee

CITY CLERK



# Corporation of the City of **NEW WESTMINSTER**

*A vibrant, compassionate, sustainable city that includes everyone.*

## **CITY COUNCIL MEETING**

### **MINUTES**

**Monday, December 13, 2021 at 12:00 p.m.**

**Meeting held electronically and in Committee Room 2**

**City Hall**

#### **PRESENT:**

Councillor Patrick Johnstone,  
Acting Mayor  
Councillor Chinu Das  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Chuck Puchmayr

#### **ABSENT:**

Mayor Jonathan Cote  
Councillor Mary Trentadue

#### **STAFF PRESENT:**

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Curtis Bremner	Acting Fire Chief, New Westminster Fire and Rescue Services
Mr. Jorge Cardenas	Chief Librarian
Mr. Rod Carle	General Manager, Electrical Utility
Mr. Richard Fong	Director of Human Resources
Mr. Dean Gibson	Director of Parks and Recreation
Mr. Dave Jansen	Chief Constable
Ms. Lisa Leblanc	Director of Engineering Services
Mr. Craig MacFarlane	Manager of Legal Services
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Nicole Ludwig	Assistant City Clerk

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### **3. CALL TO ORDER**

Councillor Johnstone, Acting Mayor, opened the meeting at 12:00 p.m. and recognized with respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

**2. MOTION TO MOVE THE MEETING INTO THE CLOSED MEETING**

MOVED AND SECONDED

That Council will now go into a meeting which is closed to the public in accordance with Section 90 of the Community Charter, on the basis that the subject matter of all agenda items relate to matters listed under Sections:

90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

90(1)(g) litigation or potential litigation affecting the municipality;

90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose;

90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

**Carried.**

All members present voted in favour of the motion.

**3. END OF THE MEETING**

The meeting ended at 12:01 p.m.

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Jonathan Cote

MAYOR

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Jacque Killawee

CITY CLERK



# Corporation of the City of NEW WESTMINSTER

*A vibrant, compassionate, sustainable city that includes everyone.*  
**SPECIAL CITY COUNCIL WORKSHOP**

## MINUTES

**Monday, December 13, 2021**

**Meeting held electronically and open to public attendance**

**Council Chamber, City Hall**

### PRESENT:

Councillor Patrick Johnstone Acting Mayor  
Councillor Chinu Das  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Chuck Puchmayr\*  
Councillor Mary Trentadue\*

### ABSENT:

Mayor Jonathan Cote

### STAFF PRESENT:

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Curtis Bremner	Acting Fire Chief, New Westminster Fire and Rescue Services
Mr. Rod Carle	General Manager, Electrical Utility
Mr. Richard Fong	Director of Human Resources
Mr. Dean Gibson	Director of Parks and Recreation
Ms. Lisa Leblanc	Director of Engineering Services
Mr. Craig MacFarlane	Manager of Legal Services
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Nicole Ludwig	Assistant City Clerk

### GUESTS:

Mr. Gary Penway Consultant

\*Denotes electronic attendance.

## **1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Councillor Johnstone, Acting Mayor, opened the meeting at 3:00 p.m. and recognized with respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

## **2. PRESENTATIONS**

### **2.1 BC Housing Supply and Affordability: Opening Doors Discussion**

#### **a. Presentation, Director of Climate Action, Planning and Development and Gary Penway, Consultant (On Table)**

Emilie Adin, Director of Climate Action, Planning and Development, and Gary Penway, Consultant, provided a presentation on the report "BC Housing Supply and Affordability: Opening Doors Discussion" and requested input on the options that should be recommended to the Provincial government that are available at the Federal, Provincial, Regional, and Municipal level.

Council's discussion included the following relating to Federal aspects:

- There is a need to be cautious when talking about excessive demand; there is a role for the Federal government to change the tax regime so that housing is more about housing than it is about speculation, or having assets operate as a savings bank;
- There is a need to know where the Province stands as it may be difficult to harmonize approaches with other provinces;
- There is a need for more information on the demand side of the equation, as well as the role of immigration and movement of people;
- The federal level has no clear sense of affordability and needs clearer priorities related to socio-economic needs
- There are a variety of boutique programs, but there is no overall program for housing the most vulnerable; and,
- Would like to see achieving housing goals as a criteria for infrastructure funding.

Council's discussion included the following relating to Provincial aspects:

- Climate change is changing the livability of many homes, and changes can only be addressed at the federal or provincial levels;
- BC Housing has moved away from managing their own buildings, and it may be beneficial to return to that;
- Co-op housing is important and has been neglected;
- Co-housing should be considered at the provincial level; these kinds of intentional communities have many benefits ;
- The tax benefits between being a homeowner and being a renter need to be balanced out;
- Things like Community Amenity Contributions (CACs) have increased the costs of development and housing;
- The Province should be providing more for affordable and social housing and child care so that CACs are used to provide benefits to the community, rather than being taken up in housing.

To open the conversation on regional aspects, Mr. Penway noted that regionally there is a 15 to 25 % shortfall on housing today, and one roadblock is that municipalities do not generally want to be instructed on how much they need to build for regional accommodation.

Council's discussion included the following relating to Regional aspects:

- Targets are needed because housing is a regional issue and it is easy for one city to refuse to participate;
- There is a need to consider other infrastructure when developing housing targets, such as sewers and transportation, which are also regional issues; and,
- Efforts in building housing should be measured against targets that show the need for housing.

Mr. Penway noted that the Lower Mainland and British Columbia are unique among provinces, as the region has not been amalgamated, and that to meet the Regional Growth Strategy and housing needs, strengthened regional planning is also needed.

Council's discussion included the following relating to Municipal aspects:

- The main cost for developers is time spent on projects;
- Public hearings create vulnerability for developers, especially non-profits;

- Would like to see staff have more authority to approve minor variances;

Mr. Penway noted that:

- As the development process becomes more and more uncertain, it starts breaking down and anything requiring Council approval introduces uncertainty;
- There is no obligation for a Council to approve a development or rezoning, which gives them room to ask for other things such as daycares and community centres;
- Many municipalities require Development Permits to go to Council, but this introduces a political process into what is largely a technical process of ensuring the application is aligned with existing guidelines; and,
- There is a need for development permit and building permit processes to be sped up and be more consistent.

Ms. Adin advised that staff will update the letter attached to the report based on Council's comments and send it to the government in 2022.

**b. BC Housing Supply and Affordability: Opening Doors Discussion Paper**

To seek direction from Council regarding the City's response to the Final Report of the Canada-British Columbia Expert Panel on the Future of Housing Supply and Affordability, Opening Doors: Unlocking housing supply for affordability.

MOVED AND SECONDED

**THAT** Council direct staff to include the feedback solicited at the Council Workshop on December 13, 2021 in the cover letter from the Mayor, attached as Attachment 4 to the December 13, 2021, report entitled "BC Housing Supply and Affordability: Opening Doors Discussion Paper" along with the discussion paper on the Opening Doors report (Attachment 2 of the above-noted report), and send it to the Minister of Municipal Affairs, the Attorney General and Minister Responsible for Housing, and the Minister of Finance.

**Carried.**

All members present voted in favour of the motion.



3. **END OF THE MEETING**

The meeting ended at 4:18 p.m.

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Jonathan Cote  
MAYOR

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Jacque Killawee  
CITY CLERK



# Corporation of the City of NEW WESTMINSTER

*A vibrant, compassionate, sustainable city that includes everyone.*

## **CITY COUNCIL MEETING**

### **MINUTES**

**Monday, December 13, 2021**

**Meeting held electronically and open to public attendance**

**Council Chamber, City Hall**

#### **PRESENT:**

Councillor Mary Trentadue      Acting Mayor  
Councillor Chinu Das  
Councillor Patrick Johnstone  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Chuck Puchmayr

#### **ABSENT:**

Mayor Jonathan Cote

#### **STAFF PRESENT:**

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Curtis Bremner	Acting Fire Chief, New Westminister Fire and Rescue Services
Mr. Jorge Cardenas	Chief Librarian
Mr. Rod Carle	General Manager, Electrical Utility
Mr. Richard Fong	Director of Human Resources
Mr. Dean Gibson	Director of Parks and Recreation
Mr. Dave Jansen	Chief Constable
Ms. Lisa Leblanc	Director of Engineering Services
Mr. Craig MacFarlane	Manager of Legal Services
Ms. Erika Mashig	Manager, Parks and Open Space Planning, Design and Construction
Ms. Lynn Roxburgh	Acting Supervisor of Climate Action and Land Use Planning
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Nicole Ludwig	Assistant City Clerk

#### **GUESTS:**

Ms. Alison Maddaugh      Space2Place Design, Inc.

**1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Councillor Trentadue, Acting Mayor, opened the meeting at 6:05 p.m. and recognized with respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. She acknowledged that colonialism has made invisible their histories and connections to the land. She recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

**2. CHANGES TO THE AGENDA**

MOVED AND SECONDED

**THAT** Council receive the following items on table for the meeting:

- Item 3.1.a 2022-2026 DRAFT Consolidated 4 Year Financial Plan Presentation; and
- Item 3.2.a People, Parks and Pups Strategy Presentation.

**Carried.**

All members present voted in favour of the motion.

**3. REPORTS AND PRESENTATIONS FOR COUNCIL DISCUSSION AND ACTION**

**3.1 Budget 2022: Draft 2022 - 2026 Financial Plan**

**a. Presentation, Chief Financial Officer/Director of Finance (On Table)**

Lisa Spitale, Chief Administrative Officer, introduced the report, and thanked the leadership of the Director of Finance and the hard work by the Finance Department and staff city-wide for pulling the budget together. Harji Varn, Director of Finance and Chief Financial Officer, provided a presentation on the draft 2022-2026 Financial Plan, including an overview of the 2022 budget and clarifying the differences and relationship between the capital and operating budgets.

In discussion, Council members noted frustration regarding the Police Department budget, and expressed a desire to have more opportunities to discuss and collaborate on the Police budget going forwards.

In response to a question from Council, Ms. Spitale advised that the operating budget, which included the Police Department budget, was discussed at a workshop which was the appropriate place to ask

questions about departmental budgets. Dave Jansen, Chief Constable, also noted that Council and the Police Board had had a meeting on November 4, 2021, regarding the 2022 Police budget.

**b. Budget 2022: Draft 2022 – 2026 Financial Plan**

To seek Council's direction to convert the Draft Consolidated 2022 to 2026 Financial Plan (the "Financial Plan") into a Bylaw in accordance with Section 166 of the Community Charter that incorporates the approved 2022 Water, Sewer, Solid Waste and Electrical rates, the proposed Property Tax Increase of 4.4% and the 2022 Capital Budget of \$170.7M. Members of the public are invited to review and provide written comments on the Financial Plan. It is necessary for the City to adopt a Financial Plan prior to adopting a tax rate bylaw.

MOVED AND SECONDED

**THAT** Council instruct staff to convert the Draft Consolidated 2022 to 2026 Financial Plan into a Bylaw reflecting a property tax increase of 4.4% for 2022 and a 2022 Capital Budget of \$170.7M and bring the bylaw forward for three readings.

**Carried.**

(Councillors Nakagawa and Trentadue opposed)

**3.2 People, Parks & Pups - A 10-Year Strategy for Sharing Public Space**

**a. Presentation, Director of Parks and Recreation and Alison Maddaugh, Landscape Architect, Space2place Design Inc. (On Table)**

Erika Mashig, Manager, Parks and Open Space Planning, Design and Construction, introduced the report and Alison Maddaugh, Space2place Design Inc., who provided a presentation on the draft People, Parks and Pups Strategy.

In discussion, Council members noted the following:

- There have been good engagement opportunities throughout this process;
- The dog parks and parklets need to have access to water and regular maintenance including collection of dog waste in order to facilitate their effective use;

In response to Council questions and concerns, Ms. Maddaugh and Dean Gibson, Director of Parks and Recreation, noted:

- Management of dog waste is a key concern and staff are working on that process;
- The off-leash area in Moody Park was an all-dog area, and shortly after it was introduced, some pet owners protested, feeling that different sized dogs should have different areas; and,
- Staff's report back on the off-leash area in Moody Park was delayed by the COVID-19 pandemic.

**b. People, Parks & Pups- A 10-Year Strategy for Sharing Public Space**

The purpose of this report is to present the People, Parks & Pups Strategy (the "Strategy") as developed to support a proactive approach to sharing New Westminster's limited park space among those with and without dogs. As a ten-year framework, this Strategy provides recommendations to guide the ongoing planning, design and management of dog off-leash activity across the city. The draft Strategy is now complete, and staff are now presenting the Strategy for Council's comment.

MOVED AND SECONDED

**THAT** Council receives the draft "People, Parks & Pups Strategy", as outlined in December 13, 2021, report entitled "People Parks and Pups – A 10-Year Strategy for Sharing Public Space", and included as Attachment A, to guide the planning and design for people and dogs in parks and open spaces across New Westminster.

**Carried.**

All members present voted in favour of the motion.

**Procedural Note:** Council recessed at 6:58 p.m. and reconvened at 7:02 p.m., at which point Council agreed to hear from speakers as the next item of business. The minutes are recorded in numerical order.

**4. CONSENT AGENDA**

If Council decides, all the recommendations in the reports on the Consent Agenda can be approved in one motion, without discussion. If Council wishes to discuss a report, that report is removed from the Consent Agenda. A report may be removed in order to discuss it, because someone wants to vote against the report's

recommendation, or because someone has a conflict of interest with the report. Any reports not removed from the Consent Agenda are passed without discussion.

MOVED AND SECONDED

**THAT** items 4.3, 4.12, 4.14, 4.16, 4.18, 4.19, 4.21, and 4.22 be removed from the consent agenda.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Council adopt the recommendations for items 4.1, 4.2, 4.4 to 4.11, 4.13, 4.15, 4.17, 4.20 and 4.23 on consent.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Council vary the order of the agenda to consider item 4.12 as the next item of business followed by item 7.1.

**Carried by the required majority.**

All members present voted in favour of the motion.

**Note:** The minutes are recorded in numerical order.

#### **4.1 22nd Street Station Area: Bold Vision Work Plan**

To inform Council on the work plan for the relaunch of the 22nd Street Station Area Bold Vision project.

**THAT** Council direct staff to proceed with the proposed 22<sup>nd</sup> Street Station Area Bold Vision work plan as outlined in the December 13, 2021, report entitled "22<sup>nd</sup> Street Station Area: Bold Vision Work Plan", subject to the adoption of the 2022-2026 City Budget.

**Adopted on Consent.**

#### **4.2 Acting Mayor Appointments for January to October 2022**

To request Council designate Councillors to undertake Acting Mayor duties on a rotating basis until October of the 2022 year.

**THAT** Acting Mayors for January to October 2022 be appointed as set out in the Schedule of Acting Mayors (Attachment 1 of the December 13, 2021, report entitled "Acting Mayor Appointments for January to October 2022".)

**Adopted on Consent.**

#### **4.3 Climate Action Key Performance Indicators: 2020 Baseline Data**

To present the baseline data for the Climate Action Key Performance Indicators which will be used to generate the annual Climate Action KPI Report Card.

In discussion, Council congratulated staff on the work being done and asked whether qualitative metrics would be included. In response, Lynn Roxburgh, Acting Supervisor of Climate Action and Land Use Planning, advised that the document will continue to evolve as more data is collected.

MOVED AND SECONDED

**THAT** Council receive the December 13, 2021, report entitled "Climate Action Key Performance Indicators: 2020 Baseline Data" for information.

**Carried.**

All members present voted in favour of the motion.

**Procedural Note:** Council agreed to consider item 4.16 as the next item of business. The minutes are recorded in numerical order.

#### **4.4 Construction Noise Bylaw Exemption Extension Request: New Westminster Interceptor – Columbia Sewer Rehabilitation**

To request that Council grant an exemption from the Construction Noise Bylaw for Metro Vancouver's contractor, Oscar Renda Contracting of Canada (ORCC), to conduct sewer maintenance including multiple upgrades and installations in the downtown area for eight nights from Monday, January 3, 2022 to Monday, February 14, 2022.

**THAT** Council grant an exemption to Oscar Renda Contracting of Canada (ORCC) from Construction Noise Bylaw No. 6063, 1992 for eight nights between Monday January 3, 2022 and Monday February 14, 2022 from 8:00 PM to 7:00 AM Mondays to Thursdays and 8:00 PM Fridays to 7:00 AM Mondays to conduct maintenance of the existing sewer, installation of new utility holes on Columbia Street at Eighth Street and at Blackwood Street, and water main relocation at the intersection of Sixth Street and

Columbia Street, midblock area between Sixth and Church Streets, and the intersection of Fourth Street and Columbia Street.

**Adopted on Consent.**

#### **4.5 Covid-19 Task Forces: Update**

An informational report to Council with updates from the Covid-19 Task Forces.

**THAT** Council receives the December 13, 2021, report entitled "COVID-19 Task Forces: Update" for information.

**Adopted on Consent.**

#### **4.6 DCC Expenditure Bylaw No. 8307, 2021**

The purpose of this report is to obtain Council's approval of Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021 authorizing expenditures from the City's Development Cost Charge Reserves for Queensborough drainage, water, transportation and parkland development, and Mainland transportation and parkland development.

**THAT** Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021 (Attachment 1 of the December 13, 2021, report entitled DCC Expenditure Bylaw No. 8307, 2021) to authorize a total expenditure of \$2,002,900 from the Development Cost Charge Reserves, be given three readings.

**Adopted on Consent.**

#### **4.7 Downtown New Westminster BIA Extension: 2022 – 2025 - Revised**

To update Council on the renewal of the Downtown Business Improvement Area, and to recommence the process.

**THAT** third reading of the following bylaws be rescinded:

- Downtown New Westminster Business Improvement Area (Primary Area) Bylaw No. 8288, 2021
- Downtown New Westminster Business Improvement Area (Secondary Area) Bylaw No. 8289, 2021

**THAT** third reading be given to the revised versions of the bylaws below as attached in Attachments 1 and 2 of the December 13, 2021, report entitled "Downtown New Westminster BIA Extension: 2022-2025 – Revised":



- Downtown New Westminster Business Improvement Area (Primary Area) Bylaw No. 8288, 2021
- Downtown New Westminster Business Improvement Area (Secondary Area) Bylaw No. 8289, 2021

**Adopted on Consent.**

#### **4.8 Heritage Designation (125 Third Street) Bylaw No. 8306, 2021 for First and Second Readings**

To seek Council's approval to consider Heritage Designation (125 Third Street) Bylaw No. 8306, 2021 for First and Second Readings, and forward the Bylaw to a Public Hearing.

**THAT** Council consider Heritage Designation (125 Third Street) Bylaw No. 8306, 2021 for First and Second Readings, and forward the Bylaw to a Public Hearing.

**Adopted on Consent.**

#### **4.9 Heritage Revitalization Agreement: 802-806 Eighth Street and 809 Eighth Avenue – Preliminary Report**

To seek Council's approval to proceed with processing a townhouse and heritage house development application in the Moody Park neighbourhood.

**THAT** Council direct staff to process the proposed Heritage Revitalization Agreement and Development Permit applications at 802-806 Eighth Street and 809 Eighth Avenue as outlined in the Consultation and Application Review Process section of the December 13, 2021, report entitled "Heritage Revitalization Agreement: 802-806 Eighth Street and 809 Eighth Avenue – Preliminary Report".

**Adopted on Consent.**

#### **4.10 Metro 2040: Land Use Designation Amendment Requests**

To seek direction from Council regarding the City of Surrey's proposed amendments to the Regional Growth Strategy, Metro 2040.

**THAT** Council direct staff to send the letter (attachment 4 of the December 13, 2021, report entitled "Metro 2040: Land Use Designation Amendment Requests") to Metro Vancouver as City comment on Surrey's proposed amendments to the Regional Growth Strategy land use designations for properties in the South Campbell Heights area.

**Adopted on Consent.**

**4.11 Metro Vancouver Integrated Liquid Waste and Resource Management Plan: Sewage Rate Allocation**

The purpose of this report is to provide an update on Metro Vancouver Integrated Liquid Waste and Resource Management Plan: Sewage Rate Allocation.

**THAT** Council receive the update on Metro Vancouver Integrated Liquid Waste and Resource Management Plan: Sewage Rate Allocation, set out in the December 13, 2021, report entitled "Metro Vancouver Integrated Liquid Waste and Resource Management Plan: Sewage Rate Allocation".

**Adopted on Consent.**

**4.12 Multiculturalism Advisory Committee: International Holocaust Remembrance Day**

To seek Council's endorsement of a recommendation from the Multiculturalism Advisory Committee regarding recognizing International Holocaust Remembrance Day.

In discussion, Council members noted the following:

- This recognition should be a pre-scheduled, yearly event at Council;
- Appreciation for the Multicultural Advisory Committee bring this forward;
- There should be a consistent way of moving important items like this forward and a strategy is needed that includes lighting displays at City Hall and Anvil Centre, a proclamation and celebrations if appropriate.

MOVED AND SECONDED

**THAT** Council declare January 27<sup>th</sup> as International Holocaust Remembrance Day, add it to its official observances calendar, light up the Anvil Centre in yellow lights, and that the City recognize this day with a proclamation;

**THAT** Council refer to the Social Inclusion, Engagement and Reconciliation Advisory Committee, the matter of creating a policy to add regular, scheduled recognition of important days, months and events, so that this recognition by the City automatically occurs every year.

**Carried.**

All members present voted in favour of the motion.

MOVED AND SECONDED

**THAT** Council direct staff to change all instances and iterations of the word “celebration” to “recognition” and its iterations on the agenda, minutes and report related to International Holocaust Recognition Day on the City Council agenda of December 13, 2021.”

**Carried.**

All members present voted in favour of the motion.

**Procedural Note:** as approved above, Council considered item 7.1 as the next item of business. The minutes are recorded in numerical order.

#### **4.13 Queen’s Park Farm Transition - Community Engagement Summary**

The purpose of this report is to share the summary of the feedback received from the 2021 community engagement process and outline proposed next steps to transition the Queen’s Park Farm from livestock towards a re-imagined future focused on urban agriculture, education, and other elements identified through the community engagement process.

**THAT** the Farm in Queen’s Park transition from livestock towards a re-imagined future as identified through the community engagement process; and

**THAT** staff proceed with next steps as outlined in the December 13, 2021, report, entitled "Queen's Park Farm Transition – Community Engagement Summary".

**Adopted on Consent.**

#### **4.14 Queensborough Historic Area Drainage Update**

This is an information report on the completed drainage improvement works in the historic area of Queensborough, the continuing work to remove localized drainage barriers and a planned follow-up meeting with local residents.

In response to a question from Council, Lisa Leblanc, Director of Engineering Services, advised details on the recommended approach to the local area service plan for the proposed improvements are forthcoming and will be part of the process explained in the report. She noted that neighbourhood consultation will start in January 2022.

MOVED AND SECONDED

**THAT** Council receive the December 13, 2021, report entitled "Queensborough Historic Area Drainage Update" report for information.

**Carried.**

All members present voted in favour of the motion.

**Procedural Note:** Council agreed to consider item 4.3 as the next item of business. The minutes are recorded in numerical order.

#### **4.15 Recruitment 2022: Appointment of Committee Chairs and Liaisons**

To release the Closed resolution appointing Committee Chairs and Liaisons to City Committees.

**THAT** Council receive the December 13, 2021, report entitled "Recruitment 2022: Appointment of Committee Chairs and Liaisons" for information.

**Adopted on Consent.**

At the closed Council meeting on November 15, 2021, Council approved the following:

**THAT** Council appoint Councillor Nadine Nakagawa as the Council member to the Library Board for the 2022 term.

**THAT** Council appoint Councillor Mary Trentadue as the Chair of the Arts Advisory Committee for the 2022 term.

**THAT** Council appoint Councillor Chinu Das as the Chair of the Social Inclusion, Engagement and Reconciliation Advisory Committee for the 2022 term.

**THAT** Council appoint the following members to Advisory Committees as indicated:

Affordable Housing and Child Care Advisory Committee	Chair	Councillor Jaimie McEvoy
Community Heritage Commission	Chair	Councillor Jaimie McEvoy
Economic Development Advisory Committee	Chair	Councillor Mary Trentadue
	Member	Councillor Chinu Das
Electrical Utility Commission	Members	Mayor Jonathan Coté Councillor Patrick Johnstone

Environment and Climate Advisory Committee	Chair	Councillor Nadine Nakagawa
Facilities, Infrastructure and Public Realm Advisory Committee	Chair	Councillor Patrick Johnstone
Land Use and Planning Committee	Chair	Councillor Chuck Puchmayr
	Members	Councillor Nadine Nakagawa Councillor Patrick Johnstone
	Alternate	Councillor Jamie McEvoy
New Westminster Police Board	Chair	Mayor Jonathan Côté
Restorative Justice Committee	Chair	Councillor Chuck Puchmayr
Sustainable Transportation Advisory Committee	Chair	Councillor Patrick Johnstone

**THAT** the above-noted appointments be released to the public.

#### **4.16 Recruitment 2022: Library Board Appointments**

To release the Closed resolution appointing members to the New Westminster Public Library Board.

Acting Mayor Trentadue thanked outgoing Library Board members for their service, noting it had been a very intense term for those members.

MOVED AND SECONDED

**THAT** Council receive the December 13, 2021, report entitled “Recruitment 2022: Library Board Appointments” for information.

**Carried.**

All members present voted in favour of the motion.

At the closed Council meeting on November 15, 2021, 2021, Council approved the following:

**THAT** Council appoint the following to the Library Board to the Library Board with the term ending December 31, 2023:

- Norah Andrew
- Carol Neuman
- Iris Cheng
- Samita Manhas
- Vanessa Woznow

**THAT** the above-noted appointments be released to the public.

#### **4.17 Rezoning for Passive House Triplex: 817 St. Andrews Street – Preliminary Report**

To seek Council's approval to process the rezoning application for a Passive House triplex at 817 St. Andrews Street.

**THAT** Council direct staff to process the rezoning application for a triplex at 817 St. Andrews Street, as outlined in the "Consultation and Review Process" section of the December 13, 2021, report entitled "Rezoning for Passive House Triplex: 816 St. Andrews Street – Preliminary Report".

**Adopted on Consent.**

#### **4.18 Signalized Intersection Policy**

To seek Council's endorsement of the Signalized Intersection Policy, which sets out principles and implementation approach for both new and current signalized intersection design that is consistent with the Master Transportation Plan priorities of walking, cycling, and transit.

In discussion, Council members noted:

- Signal timing at crosswalks often does not work for people with mobility issues, or who have children or strollers;
- Would like to consider pedestrian advance signals; and,
- The Sustainable Transportation Task Force and Advisory Committee were well engaged, and the result is a policy based on principles, which can help lead to new and better conversations about pedestrian signals at intersections.

**MOVED AND SECONDED**

**THAT** Council endorse the Signalized Intersection Policy, as presented in Attachment 1 of the December 13, 2021, report entitled "Signalized Intersection Policy".

**Carried.**

All members present voted in favour of the motion.

#### **4.19 Social Inclusion, Engagement and Reconciliation Advisory Committee Terms of Reference**

To receive Council's approval to establish the Social Inclusion, Engagement and Reconciliation Advisory Committee and approve the committee's terms of reference.

In discussion, Council requested to change the word "ethnic" in the Terms of reference to "diverse cultural communities".

MOVED AND SECONDED

**THAT** Council approve the establishment of the Social Inclusion, Engagement and Reconciliation Advisory Committee; and

**THAT** Council approve the Terms of Reference for the Committee as attached as attachment 2 to the December 13, 2021, report entitled "Social Inclusion, Engagement and Reconciliation Advisory Committee Terms of Reference", with the following change: delete the word "ethnic" in the voting members section of the terms of reference and replace it with "diverse cultural communities".

**Carried.**

All members present voted in favour of the motion.

**4.20 Update on the Implementation of the COVID-19 Booster Vaccination Program in New Westminster**

That Council accept this report outlining the Fraser Health Authority COVID-19 Booster Vaccination Program in New Westminster for information on the use of city owned facilities and collaboration with FHA to implement the plan.

**THAT** Council accept the December 13, 2021, report entitled, "Update on the Implementation of the COVID-19 Booster Vaccination Program in New Westminster" regarding the Fraser Health Authority (FHA) COVID-19 booster vaccination program use of city owned facilities in New Westminster for information.

**Adopted on Consent.**

**4.21 Victoria Hill Parkside (Parcel J) 271 Francis Way Drainage Matter**

The purpose of this report is to provide an update to Council of the on-site drainage matter located within the Parkside Development (Parcel J) in Victoria Hill.

**Procedural Note:** At 8:13 p.m., Councillor Johnstone declared conflict of interest on this matter as his family has a financial interest in the property in question. He left the meeting and did not return until the conclusion of the vote on this matter.

MOVED AND SECONDED

**THAT** Council receive the update on the on-site drainage matter at Parkside (Parcel J) 271 Francis Way, Victoria Hill as contained in the December 13, 2021, report entitled "Victoria Hill Parkside (Parcel J) 271 Francis Way Drainage Matter".

**Carried.**

All members present voted in favour of the motion.  
(Councillor Johnstone absent for the vote due to conflict of interest)

**Procedural Note:** Councillor Johnstone returned to the meeting at 8:14 p.m.

**4.22 Proclamation: International Migrants Day, December 18, 2021**

**Adopted on Consent.**

**4.23 Minutes for Adoption**

- a. November 1, 2021 City Council Meeting (12:00 p.m.)
- b. November 1, 2021 City Council Meeting (6:00 p.m.)
- c. November 4, 2021 Special City Council
- d. November 8, 2021 Special City Council
- e. November 15, 2021 City Council Meeting (1:00 p.m.)
- f. November 15, 2021 Council Workshop
- g. November 15, 2021 City Council Meeting (6:00 p.m.)
- h. November 22, 2021 Special City Council Meeting
- i. November 22, 2021 Public Hearing
- j. November 22, 2021 City Council Meeting (6:00 p.m.)

**Adopted on Consent.**

**Procedural Note:** Council dealt with item 6 as the next item of business. The minutes are recorded in numerical order.

**5. PRESENTATIONS AND OPPORTUNITY FOR THE PUBLIC TO SPEAK TO COUNCIL – 7:00 PM**



The following spoke in support of the City's formal recognition of Holocaust Remembrance Day:

Rabbi Jonathan Infeld, Beth Israel, spoke in favour of the resolution, explained his personal history of being a child of Holocaust survivors, and noted that since the COVID-19 pandemic, opportunities to share this history have decreased.

Lizz Kelly noted that, given recent events, it is more important than ever to make sure that the lessons learned from the Holocaust are remembered. She noted that the original intent of the motion was to make the recognition an annual event.

Debra Folka spoke in support of the formal recognition by the City of Holocaust Remembrance Day, thanked Council for considering this and the Multicultural Advisory Committee for their leadership in bringing this forward. She requested that Council be sensitive to the word "celebration" in the resolution and the report, since it is a day of somber reflection.

Council agreed with the assessment that the word "celebrate" is inappropriate for Holocaust Remembrance day.

The following spoke in support of approval of the motion regarding the Fossil Fuel Nonproliferation Treaty:

Karen Crosby noted that endorsement will send a message to adolescents and children that they matter when it comes to governance and environment. She also submitted a petition in support of the motion with over 140 signatures (unaudited) mainly from high school students, advising that this shows students want Council to take action.

MOVED AND SECONDED

**THAT** Council receive the petition regarding the Fossil Fuel Nonproliferation Treaty, submitted by Karen Crosby at the City Council meeting on December 13, 2021.

**Carried.**

All members present voted in favour of the motion.

Jennifer Nathan advised that it is difficult to speak to people about the environment when government policies do not always follow the science. She advised that Council's support of the treaty shows a belief in what the science is showing us, and puts on the table the route through the environmental crisis by keeping production of fossil fuels in line with what the science shows.

Maureen Curran provided a short presentation, noting that there is a need to convince people and government that oil and gas companies are not part of the climate solution. She also noted that any phase-out of fossil fuels needs to stand on three pillars: nonproliferation, fair phase-out and a just transition so that no one and no communities are left behind.

Liam Mackay spoke as a student and constituent, noting that as a student he needs to see action than on climate change and that this is especially important when 56% of young people think humanity is doomed, but at the same time, many believe it is still possible to prevent the worst of climate change.

Monica Kady, a student, advised she felt that individual action is no longer enough to combat climate change, and that one of the first steps Council can take is supporting the Fossil Fuel Nonproliferation Treaty.

Tim Takaro, a physician scientist from Simon Fraser University, explained that he studies the health impacts of climate change, and expressed the opinion that other levels of government are not treating the climate emergency as urgently as it needs to be treated, and that the only way to reduce emissions is to turn off the tap and stop producing fossil fuels.

**Procedural Note:** Council agreed to hear two additional student speakers who had not pre-registered.

Isabella Graham noted that it is imperative the Fossil Fuel Nonproliferation Treaty be approved in order to give a bright future to all students who have been working hard on their education.

Taiba Soldad reviewed the extreme weather events that have occurred and resulted in extensive damage and loss of life. She asked that Council support the Fossil Fuel Nonproliferation Treaty.

Acting Mayor Trentadue recognized the viewers in the gallery from Babies for Climate Action.

**Procedural Note:** Council agreed to deal with item 4 as the next item of business. The minutes are recorded in numerical order.

## **6. BYLAWS**

### **6.1 Bylaws for repeal of reading**

#### **a. Downtown New Westminster Business Improvement Area (Primary Area) Bylaw No. 8288, 2021**

To allow for a modified bylaw to be placed before Council. This bylaw is on the agenda to **REPEAL THIRD READING.**

MOVED AND SECONDED

**THAT** Council repeal third reading of Downtown New Westminster Business Improvement Area (Primary Area) Bylaw No. 8288, 2021.

**Carried.**

All members present voted in favour of the motion.

**b. Downtown New Westminster Business Improvement Area (Secondary Area) Bylaw No. 8289, 2021**

To allow for a modified bylaw to be placed before Council. This bylaw is on the agenda to **REPEAL THIRD READING.**

MOVED AND SECONDED

**THAT** Council repeal third reading of Downtown New Westminster Business Improvement Area (Secondary Area) Bylaw No. 8289, 2021".

**Carried.**

All members present voted in favour of the motion.

## **6.2 Bylaws for readings**

**a. Downtown New Westminster Business Improvement Area (Primary Area) Bylaw No. 8288, 2021 (amended)**

This amended bylaw will authorize a Property tax levy to fund the primary area of the Downtown BIA. It is on the agenda for **THIRD READING.**

MOVED and SECONDED

**THAT** Downtown New Westminster Business Improvement Area (Primary Area) Bylaw No. 8288, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

This bylaw will now be considered by the property owners in the affected area through a petition process.

**b. Downtown New Westminster Business Improvement Area (Secondary Area) Bylaw No. 8289, 2021 (amended)**

This amended bylaw will authorize a Property tax levy to fund the secondary area of the Downtown BIA. It is on the agenda for **THIRD READING.**

**THAT** Downtown New Westminster Business Improvement Area (Secondary Area) Bylaw No. 8288, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

This bylaw will now be considered by the property owners in the affected area through a petition process.

**c. Heritage Designation (125 Third Street) Bylaw No. 8306, 2021**

To designate the 1905 house at 125 Third Street as a protected heritage property. This bylaw is on the agenda for **TWO READINGS.**

A public hearing will be held for this bylaw.

MOVED and SECONDED

**THAT** Heritage Designation (125 Third Street) Bylaw No. 8306, 2021 Bylaw No. 8288, 2021, be given First Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED and SECONDED

**THAT** Heritage Designation (125 Third Street) Bylaw No. 8306, 2021 Bylaw No. 8288, 2021, be given Second Reading.

**Carried.**

All members present voted in favour of the motion.

**d. Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021**

To authorize expenditures from the City's Development Cost Charge Reserves for Queensborough drainage, water, transportation and parkland development, and Mainland transportation and parkland development. This bylaw is on the agenda for **THREE READINGS.**

MOVED and SECONDED

**THAT** Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021, be given First Reading.

**Carried.**

All members present voted in favour of the motion.  
MOVED and SECONDED

**THAT** Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021, be given Second Reading.

**Carried.**

All members present voted in favour of the motion.  
MOVED and SECONDED

**THAT** Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021, be given Third Reading.

**Carried.**

All members present voted in favour of the motion.

### **6.3 Bylaws for adoption**

#### **a. Arts Commission Repeal Bylaw No. 8297, 2021**

The existing Arts Commission Bylaw No. 7367, 2009 is being repealed to facilitate the transition to an Arts Advisory Committee. This bylaw is on the agenda for **ADOPTION**

MOVED and SECONDED

**THAT** Arts Commission Repeal Bylaw No. 8297, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

#### **b. Electrical Utility Amendment Bylaw No. 8303, 2021**

To establish the 2022 rates for the Electric Utility. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Electrical Utility Amendment Bylaw No. 8303, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

#### **c. Engineering User Fees and Rates Amendment Bylaw No. 8301. 2021**

To establish the 2022 fees for the Water Utility, the Sewer Utility, and the Solid Waste Utility. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Engineering User Fees and Rates Amendment Bylaw No. 8301, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

**d. Revenue Anticipation Borrowing Amendment Bylaw No. 8300, 2021**

To provide the authority to temporarily borrow as required up to \$3 million in 2022. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Revenue Anticipation Borrowing Amendment Bylaw No. 8300, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

**e. Heritage Revitalization Agreement (515 St. George St) Bylaw No. 8262, 2021**

To enable the construction of a laneway house at 515 St George Street and relax parking requirements. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Heritage Revitalization Agreement (515 St. George St) Bylaw No. 8262, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

**f. Heritage Designation (515 St. George St) Bylaw No. 8263, 2021**

To designate the 1912 house at 515 St. George Street as a protected heritage property. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Heritage Designation (515 St. George St) Bylaw No. 8263, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

**g. Heritage Revitalization Agreement (208 Fifth Avenue) Bylaw No. 8271, 2021**

To enable lot subdivision at 208 Fifth Avenue for retention of the existing house and construction of a new house; and relax lot size, density, siting, bay window width and parking requirements. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Heritage Revitalization Agreement (208 Fifth Avenue) Bylaw No. 8271, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

**h. Heritage Designation (208 Fifth Avenue) Bylaw No. 8272, 2021**

To designate the 1910 house at 208 Fifth Avenue as a protected heritage property. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Heritage Designation (208 Fifth Avenue) Bylaw No. 8272, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

**7. MOTIONS FROM MEMBERS OF COUNCIL**

**7.1 Endorsement of the Fossil Fuel Non-Proliferation Treaty, Councillor Nakagawa**

Councillor Nakagawa introduced the motion, noting that it is always good to have children and adolescents in the Council Chamber, thanked the organizers and that the motion speaks for itself.

In discussion, Council members noted the following:

- Local governments have been at the forefront of the impacts of climate change;
- The Lower Mainland Local Government Association (LMLGA) and the Community Energy Association are assisting local governments with climate action;
- This is a worthy piece of legislation that should be moved forward;
- In the past, many interior communities voted against environmental motions at the Union of BC Municipalities (UBCM) due to concerns over resource extraction jobs; given the heat, fire, and flooding events, that may be different this year; and,
- Thanks to speakers for their voices today.

**MOVED AND SECONDED**

**WHEREAS** the most recent Intergovernmental Panel on Climate Change (IPCC) report in 2021, Code Red for Humanity, confirmed that without radical reductions in carbon emissions this decade, temperature rises above 1.5 degrees Celsius would be inevitable and irreversible and the credible threat of unstoppable, self-accelerating global heating; and

**WHEREAS** changes in the City of New Westminster's climate are already being felt, including the summer heat dome, a pattern of hotter/drier summers, increased exposure to wildfire smoke, and increased frequency and intensity of heavy rain which impacts food security, infrastructure and the well-being of the entire community; and

**WHEREAS** all members of our community will be impacted by the health and safety risks of fossil fuel expansion, but those impacts will be most particularly experienced by those who live with socioeconomic and health inequities—including low-income individuals and families as well as those experiencing homelessness—Black, Indigenous, and people of colour, youth, seniors, people with disabilities, and especially people who live at the intersection of these identities; and

**WHEREAS** the City of New Westminster declared a climate emergency with an accompanying plan of 7 Bold Steps, and is committed to a just energy transition to green infrastructure and industries that will create jobs and rapidly decarbonize our economy; and

**WHEREAS** a new global initiative is calling for a Fossil Fuel Non-Proliferation Treaty that would end new fossil fuel exploration and



expansion, phase out existing production in line with the global commitment to limit warming to 1.5°C, and accelerate equitable transition plans,

**THEREFORE IT BE RESOLVED THAT** the City of New Westminster formally endorse the call for a Fossil Fuel Non-Proliferation Treaty; and

**THAT** the City of New Westminster write to the BC Minister for the Environmental and Climate Change Strategy, the MLAs for New Westminster and New Westminster-Queensborough, the Federal Minister for Environment and Climate Change, the MP for New Westminster-Burnaby, and

**THAT** that the following motion be sent to the Lower Mainland Local Government Association:

**WHEREAS** the most recent Intergovernmental Panel on Climate Change (IPCC) report in 2021, Code Red for Humanity, confirmed that without radical reductions in carbon emissions this decade, temperature rises above 1.5 degrees Celsius would be inevitable and irreversible and the credible threat of unstoppable, self-accelerating global heating; and

**WHEREAS** climate crisis impacts are already being felt in our communities, including the summer heat dome, a pattern of hotter/drier summers, increased exposure to wildfire smoke, and increased frequency and intensity of heavy rain which impacts food security, infrastructure and the well-being of the entire community;

**THEREFORE IT BE RESOLVED THAT** LMLGA formally endorse the call for a Fossil Fuel Non-Proliferation Treaty; and

**THAT** this motion be sent to UBCM for endorsement.

**Carried.**

All members present voted in favour of the motion.

**Procedural Note:** Council agreed to consider item 4.14 as the next item of business. The minutes are recorded in numerical order.

**8. NEW BUSINESS**

None.

**9. ANNOUNCEMENTS FROM MEMBERS OF COUNCIL**

Councillor Das wished everyone a safe winter season with their families and friends.

Councillor Puchmayr recognized the Sikh community for their work in supplying donations to flood-ravaged regions in the province and wished everyone happy holidays.

Acting Mayor Trentadue wished the community a safe and happy holiday and noted that Shine Bright New West is taking place from December 1, 2021, to January 1, 2022, and encouraged residents to participate in events.

**10. END OF THE MEETING**

The meeting ended at 8:23 p.m.

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Jonathan Cote

MAYOR

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Jacque Killawee

CITY CLERK



## **CITY COUNCIL MEETING**

### **MINUTES**

**Monday, January 10, 2022, 9:00 a.m.**

**Meeting Held Electronically**

**PRESENT:**

Mayor Jonathan Cote  
Councillor Chinu Das  
Councillor Patrick Johnstone  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Chuck Puchmayr  
Councillor Mary Trentadue

**STAFF PRESENT:**

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Jorge Cardenas	Chief Librarian
Mr. Rod Carle	General Manager, Electrical Utility
Mr. Richard Fong	Director of Human Resources
Mr. Dean Gibson	Director of Parks and Recreation
Ms. Lisa Leblanc	Director of Engineering Services
Mr. Craig MacFarlane	Manager of Legal Services
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Ms. Nicole Ludwig	Assistant City Clerk

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**1. CALL TO ORDER**

Mayor Cote opened the meeting at 9:01 a.m.

**2. MOTION TO MOVE THE MEETING INTO THE CLOSED MEETING**

MOVED AND SECONDED

**THAT** Council will now go into a meeting which is closed to the public in accordance with Section 90 of the Community Charter, on the basis that the subject matter of all agenda items relate to matters listed under Sections:

90(1)(a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality;

90(1)(c) labour relations or other employee relations:

90(1)(k) negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public;

90(2)(a) a request under the *Freedom of Information and Protection of Privacy Act*, if the council is designated as head of the local public body for the purposes of that Act in relation to the matter.

**Carried.**

All members present voted in favour of the motion.

**3. END OF THE MEETING**

The meeting ended at 9:02 a.m.

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Jonathan Cote

MAYOR

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Jacque Killawee

CITY CLERK



# Corporation of the City of NEW WESTMINSTER

*A vibrant, compassionate, sustainable city that includes everyone.*

## CITY COUNCIL MEETING

### MINUTES

**Monday, January 10, 2022**

**Meeting held electronically and open to public attendance**

**Council Chamber, City Hall**

#### PRESENT:

Mayor Jonathan Cote  
Councillor Chinu Das  
Councillor Patrick Johnstone  
Councillor Jaimie McEvoy  
Councillor Nadine Nakagawa  
Councillor Mary Trentadue

#### ABSENT:

Councillor Chuck Puchmayr

#### STAFF PRESENT:

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Climate Action, Planning and Development
Mr. Jorge Cardenas	Chief Librarian
Mr. Rod Carle	General Manager, Electrical Utility
Ms. Renee Chadwick	Manager, Special Projects and Community Partnerships
Mr. Richard Fong	Director of Human Resources
Mr. Dean Gibson	Director of Parks and Recreation
Mr. Craig MacFarlane	Manager of Legal Services
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Mr. Erin Williams	Acting Fire Chief, New Westminster Fire and Rescue Services
Mr. Eugene Wat	Acting Director of Engineering Services
Ms. Nicole Ludwig	Assistant City Clerk

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#### 1. **CALL TO ORDER**

Mayor Cote opened the meeting at 6:00 p.m.

**2. LAND ACKNOWLEDGEMENT**

Mayor Cote recognized with respect that New Westminster is on the unceded and unsundered land of the Halkomelem speaking peoples. He acknowledged that colonialism has made invisible their histories and connections to the land. He recognized that, as a City, we are learning and building relationships with the people whose lands we are on.

**3. CHANGES TO THE AGENDA**

None.

**4. REPORTS AND PRESENTATIONS FOR COUNCIL DISCUSSION AND ACTION**

**4.1 Budget 2022: Five-Year Financial Plan 2022 - 2026, CFO/Director of Finance**

**a. Written Submissions (On Table)**

Harji Varn, Director of Finance and Chief Financial Officer, advised that 19 written submissions had been received, three of which were aligned with the recommendations in the budget, and the remainder were concerned with the property tax rate increase. Ms. Varn advised that Finance staff would respond to all of the written submissions.

MOVED AND SECONDED

**THAT** Council receive 19 written submissions related to the January 10, 2022, report entitled "Five-Year Financial Plan 2022 – 2026", and attached to the agenda for the January 10, 2022, City Council meeting.

**Carried.**

All members present voted in favour of the motion.

**b. Budget 2022: Five-Year Financial Plan 2022 - 2026**

To request Council give three readings to the Five-Year Financial Plan Bylaw for the years 2022 - 2026.

MOVED AND SECONDED

**THAT** Council give three readings to the Five-Year Financial Plan (2022-2026) Bylaw No. 8308, 2022 as presented in Attachment 1 of the January 10, 2022, report entitled "Budget 2022: Five-Year Financial Plan 2022 – 2026".

**Carried.**

Councillors Nakagawa and Trentadue opposed.

#### **4.2 Joy and Whimsy Initiative, Director of Parks & Recreation**

##### **a. Presentation (On Table)**

Dean Gibson, Director of Parks and Recreation, introduced Renee Chadwick, Special Projects and Community Partnerships, who provided a presentation on highlights of 2021 events associated with the Joy and Whimsy initiative.

In discussion, Council members noted:

- The COVID-19 pandemic has made it difficult to bring people together;
- It is good to have good news reports to read amid all of the heavier topics;
- Appreciation for staff work on this initiative amid constantly changing landscapes and rules;
- Requested to change up reporting of events to November or December of the preceding year so that they can be discussed in advance of future events.

In response to Council questions, Ms. Chadwick and Jacque Killawee, City Clerk, advised of the following:

- Staff will be investigating different cultural celebrations and will work out a plan for 2023 this year;
- Staff are working across departments, and will work with the Reconciliation, Social Inclusion and Engagement Task Force, and the Social Inclusion, Engagement and Reconciliation Advisory Committee on determining which events should be included; and,
- Licenses have been purchased for the multicultural celebrations and events calendar, and it has been shared with staff who are working on this initiative.

##### **b. Joy and Whimsy Initiative**

This report is provided to inform Council on how special events and initiatives brought joy and whimsy to New Westminster during the COVID- 19 pandemic in 2021.

MOVED AND SECONDED

THAT Council receive the January 10, 2022, report entitled “Joy and Whimsy Initiative” for information.

**Carried.**

All members present voted in favour of the motion.

## **5. CONSENT AGENDA**

If Council decides, all the recommendations in the reports on the Consent Agenda can be approved in one motion, without discussion. If Council wishes to discuss a report, that report is removed from the Consent Agenda. A report may be removed in order to discuss it, because someone wants to vote against the report's recommendation, or because someone has a conflict of interest with the report. Any reports not removed from the Consent Agenda are passed without discussion.

MOVED AND SECONDED

**THAT** Council adopt the recommendations for items 5.4 to 5.10 on consent.

**Carried.**

All members present voted in favour of the motion.

### **5.1 Alcohol in Parks Program: 2021 Review**

The purpose of this report is to share a summary of the feedback received from the community and an interdepartmental staff team as part of the evaluation of the new 2021 Alcohol in Parks Program. The findings from the review are presented in this report to identify what worked well and areas for improvement going forward.

In discussion, Council members noted:

- Updates on initiatives are good to receive; and,
- There is a discrepancy in the reporting because the report indicates that Queens Park, Westminster Pier Park, and Hume Park were the most used, however the statistics in the appendix of the report indicate that Moody Park, not Hume Park, was the third most used.

In response, Dean Gibson, Director of Parks and Recreation, thanked Council for noting the correction and advised staff would apply the changes accordingly, based on the statistics gathered.

MOVED AND SECONDED

**THAT** the Alcohol in Parks Program, as enabled through Bylaw No. 8264, 2021, continue in seven designated zones with administrative changes for



improvement as outlined in the January 10, 2022, report entitled “Alcohol in Parks Program: 2021 Review”.

**Carried.**

All members present voted in favour of the motion.

## **5.2 Amendments to the 2022 Schedule of Council Meetings**

To seek Council’s approval of amendments to the 2022 Council Meeting Schedule.

In discussion, Council members noted a preference for keeping the existing 2022 Council Meetings Schedule, and requested that meetings be cancelled if they are not needed, rather than not scheduling any Public Hearings for seven months.

In response, Emilie Adin, Director of Development Services, advised that Council can schedule additional meetings and public hearings if they are needed.

MOVED AND SECONDED

**THAT** Council receive the January 10, 2022, report entitled “Amendments to the 2022 Schedule of Council Meetings” for information.

**Carried.**

All members present voted in favour of the motion.

## **5.3 BC Superweek Pro-Cycling Series: New West Grand Prix**

This report is provided to inform Council that BC Superweek Pro Cycling Series - New West Grand Prix will not be hosted in the City in 2022 as a result of civil engineering construction projects on Columbia Street and in adjacent areas of the downtown.

In discussion, Council members expressed a preference for holding the New West Grand Prix this year, and requested staff work with partners to explore alternate locations in New Westminster for the event.

In response, Renee Chadwick, Manager, Special Projects and Community Partnerships, advised:

- Staff have been in discussion with partners for six months and will move forward with exploring alternate locations;
- The Grand Prix is contingent on the participation of other municipalities in the region, many of which have been in a holding pattern; and,

- The Grand Prix takes time to plan, so there will be a point where a timeline is needed.

MOVED AND SECONDED

**THAT** Council receive the January 10, 2022, report entitled “BC Superweek Pro-Cycling Series: New West Grand Prix” for information; and

**THAT** Council direct staff to explore other course locations in the City of New Westminster and then work with Superweek and other municipalities on the feasibility of holding the New West Grand Prix event in 2022 and report back to Council.

**Carried.**

All members present voted in favour of the motion.

**5.4 Heritage Revitalization Agreement (323 Regina Street) Bylaw No. 8304, 2022 and Heritage Designation (323 Regina Street) Bylaw No. 8305, 2022 Bylaws for First and Second Readings**

For Council to consider bylaws which would allow the construction of an infill house on a Queen’s Park property in exchange for heritage protection and conservation of a heritage house.

**THAT** Council consider Heritage Revitalization Agreement (323 Regina Street) Bylaw No. 8304, 2022 and Heritage Designation (323 Regina Street) Bylaw No. 8305, 2022 for First and Second Readings, and forward the Bylaws to a Public Hearing.

**THAT** Council add 323 Regina Street to the City’s Heritage Register following the adoption of Heritage Designation (323 Regina Street) Bylaw No. 8305, 2022.

**Adopted on Consent.**

**5.5 Rezoning Application for Duplex: 122 Eighth Avenue – Preliminary Report**

To seek Council’s approval to process the rezoning application for a duplex at 122 Eighth Avenue as outlined within this report.

**THAT** Council direct staff to process the rezoning application for a duplex at 122 Eighth Avenue, as outlined in the “Consultation and Review Process” section of the January 10, 2022, report entitled “Rezoning Application for Duplex: 122 Eighth Avenue – Preliminary Report”.

**Adopted on Consent.**

**5.6 Rezoning Application for Infill Townhouse: 337 and 339 Keary Street – Preliminary Report to Council**

To seek Council's approval to proceed with processing the proposed rezoning at 337 and 339 Keary Street.

**THAT** Council direct staff to proceed with processing the proposed rezoning at 337-339 Keary Street, as outlined in the "Consultation and Review Process" section of the January 10, 2022, report entitled "Rezoning Application for Infill Townhouse: 337 and 339 Keary Street – Preliminary Report to Council".

**Adopted on Consent.**

**5.7 Update regarding Downtown Livability Strategy**

To provide an update on the status of the immediate and short term actions from the Downtown Livability Strategy, previously presented to Council on October 18, 2021.

MOVED AND SECONDED

**THAT** Council endorse the actions underway as set out in the January 10, 2022, report entitled "Update Regarding Downtown Livability Strategy".

**Adopted on Consent.**

**5.8 Uptown Active Transportation Improvements Projects: Design and Engagement Update**

To seek Council's endorsement to move forward to conceptual design and the next round of public engagement with the recommended configuration option for Rotary Crosstown Greenway upgrades and the recommended routing option for the New Westminster Secondary School Cycling Connector, based on results of the first round of engagement as well as recommendations from the findings of a multiple account evaluation for the Uptown Active Transportation Improvements projects.

**THAT** Council receive the January 10, 2022, report entitled "Uptown Active Transportation Improvements Project Improvements Projects – Design and Engagement Update" and Multiple Account Evaluation memo (Attachment 3 of the above-noted report) for information.

**THAT** Council endorse configuration Option 2 for the Rotary Crosstown Greenway Upgrades, as described in the January 10, 2022, report entitled "Uptown Active Transportation Improvements Project Improvements Projects – Design and Engagement Update".

**THAT** Council endorse routing Option 2 as described in the January 10, 2022, report entitled “Uptown Active Transportation Improvements Project Improvements Projects – Design and Engagement Update for the New Westminster Secondary School Cycling Connector.

**THAT** Council direct staff to implement an interim New Westminster Secondary School Cycling Connector along Sixth Street (routing Option 2 as described in the January 10, 2022, report entitled “Uptown Active Transportation Improvements Project Improvements Projects – Design and Engagement Update) using high quality lower-cost materials, to test the feasibility and evaluate impacts of the routing option on transit and traffic operations.

**Adopted on Consent.**

**5.9 Proclamation: International Holocaust Remembrance Day, January 27, 2022**

**Adopted on Consent.**

**5.10 Minutes for adoption**

- a. November 1, 2021 Special Council Workshop

**Adopted on Consent.**

**Procedural Note:** Council agreed to consider bylaws as the next item of business. The minutes are recorded in numerical order.

**6. OPPORTUNITY FOR THE PUBLIC TO SPEAK TO COUNCIL – 7:00 PM**

Nathan Davidowicz congratulated the City on an excellent job of clearing snow and suggested better communication with TransLink may be needed. He also noted concerns with public transit access in New Westminster, specifically the 103 and 105 routes, which have been impacted by the Agnes Street Greenway and had many trips cancelled and rerouted due to snow. He also suggested that there should be a school special going from Queensborough to New Westminster Secondary School, and the 30 km/h zone proposed for Sixth Street should be implemented immediately.

In response, Mayor Cote noted there have been challenges with the Agnes Street Greenway and shuttle bus service. He noted that staff are working with TransLink to add additional stops back in along the greenway, and that hopefully a bus for NWSS will be implemented next school year.

**Procedural Note:** As directed by Mayor Cote, staff turned off the microphone for the second registered speaker because he was personally attacking members of

Council. Mayor Cote noted that the speaker had been given ample warning prior to the meeting by staff and at previous meetings where he had been speaking, and was in violation of the Respectful Workplace Policy and the rules regarding speakers in the *Procedure Bylaw*.

## **7. BYLAWS**

### **7.1 Bylaws for readings**

#### **a. Heritage Revitalization Agreement (323 Regina Street) Bylaw No. 8304, 2022**

To enable the construction of an infill house, larger than permitted under the laneway and carriage house program, at 323 Regina Street with relaxations for density and siting as well as a siting relaxation for the existing house. This bylaw is on the agenda for **TWO READINGS**.

A public hearing will be held regarding this bylaw.

MOVED and SECONDED

**THAT** Heritage Revitalization Agreement (323 Regina Street) Bylaw No. 8304, 2022 be given First Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED and SECONDED

**THAT** Heritage Revitalization Agreement (323 Regina Street) Bylaw No. 8304, 2022 be given Second Reading.

**Carried.**

All members present voted in favour of the motion.

#### **b. Heritage Designation (323 Regina Street) Bylaw No. 8305, 2022**

To designate the 1928 house at 323 Regina Street as a protected heritage property. This bylaw is on the agenda for **TWO READINGS**.

A public hearing will be held regarding this bylaw.

MOVED and SECONDED

**THAT** Heritage Designation (323 Regina Street) Bylaw No. 8305, 2022 be given First Reading.

**Carried.**

All members present voted in favour of the motion.

MOVED and SECONDED

**THAT** Heritage Designation (323 Regina Street) Bylaw No. 8305, 2022 be given Second Reading.

**Carried.**

All members present voted in favour of the motion.

**c. Five-Year Financial Plan (2022 - 2026) Bylaw No. 8308, 2022**

To approve the City's consolidated Financial Plan for 2022 through 2026. This bylaw is on the agenda for **THREE READINGS**.

MOVED and SECONDED

**THAT** Five-Year Financial Plan (2022-2026) Bylaw No. 8308, 2022, be given First Reading.

**Carried.**

Councillor Trentadue opposed.

MOVED and SECONDED

**THAT** Five-Year Financial Plan (2022-2026) Bylaw No. 8308, 2022, be given Second Reading.

**Carried.**

Councillor Trentadue opposed.

MOVED and SECONDED

**THAT** Five-Year Financial Plan (2022-2026) Bylaw No. 8308, 2022, be given Third Reading.

**Carried.**

Councillor Trentadue opposed.

**7.2 Bylaws for adoption**

**a. Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021**

To authorize expenditures from the City's Development Cost Charge Reserves for Queensborough drainage, water, transportation and parkland development, and Mainland transportation and parkland development. This bylaw is on the agenda for **ADOPTION**.

MOVED and SECONDED

**THAT** Development Cost Charge Reserve Funds Expenditure Bylaw No. 8307, 2021, be adopted.

**Carried.**

All members present voted in favour of the motion.

**8. MOTIONS FROM MEMBERS OF COUNCIL**

**8.1 Smoking Bylaws Review, Mayor Cote**

Mayor Cote introduced the motion, noting that Metro Vancouver had received a presentation regarding smoking bylaws, and that there is a patchwork of regulations across the region.

In discussion, Council members requested staff also study the interface between smoking bylaws and strata rules around smoking in multi unit housing, as well as the interface and between City jurisdiction and other jurisdictions such as around SkyTrain stations and private property.

MOVED AND SECONDED

**THAT** Council request staff to conduct a review and scan of smoking bylaws in municipalities in British Columbia and report back to Council with a preliminary assessment and options to enhance New Westminster smoking bylaws.

**Carried.**

All members present voted in favour of the motion.

**Procedural Note:** Council agreed to hear from speakers as the next item of business. The minutes are recorded in numerical order.

**9. NEW BUSINESS**

None.

**10. ANNOUNCEMENTS FROM MEMBERS OF COUNCIL**

On behalf of Council, Mayor Cote expressed condolences to Councillor Puchmayr on the recent passing of his sibling.

**11. END OF THE MEETING**

The meeting ended at 6:56 p.m.

---

Jonathan Cote  
MAYOR

---

Jacque Killawee  
CITY CLERK



**THE CITY OF NEW WESTMINSTER**

**HOUSING AGREEMENT (520 Eighth Street) BYLAW NO. 8273, 2022**

**A BYLAW TO ENTER INTO A HOUSING AGREEMENT UNDER SECTION 483 OF THE *LOCAL GOVERNMENT ACT***

---

**GIVEN THAT:**

- A. The owner of the lands (the “Owner”) within the City of New Westminster, British Columbia legally described as:

PID: 013-606-417

LOT 11 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-433

LOT 12 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-450

LOT 1 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-476

LOT 2 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

(the “**Lands**”)

wishes to construct dwelling units on the Lands.

- B. In connection with such construction, the Owner has agreed to use the Lands for rental housing in accordance with the terms of the Section 219 Covenant and Housing Agreement attached hereto as Schedule “A” (the “Housing Agreement”).

The Council of the City of New Westminster, in open meeting assembled,

**ENACTS AS FOLLOWS:**

1. This Bylaw may be cited for all purposes as “Housing Agreement (520 Eighth Street) Bylaw No. 8273, 2022”.
2. Council hereby authorizes the City of New Westminster to enter into the Housing Agreement with the Owner, substantially in the form attached hereto as Schedule “A”.

3. The Mayor and the Corporate Officer of the City of New Westminster are authorized to execute the Housing Agreement, substantially in the form attached hereto as Schedule "A", and the Corporate Officer is authorized to sign and file in the Land Title Office a notice of the Housing Agreement, as required by section 483 of the *Local Government Act*.

READ A FIRST TIME this \_\_\_\_ day of \_\_\_\_\_, 2022.

READ A SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2022.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2022.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022.

---

Jonathan X Cote, Mayor

---

Jacque Killawee, City Clerk

**Schedule "A"**  
**Section 219 Covenant and Housing Agreement**

1. Application

**Kathleen Higgins  
 YOUNG ANDERSON  
 1616 808 Nelson Street  
 Vancouver BC V6Z 2H2  
 604-689-7400**

File: 239-1208  
 Covenant - Housing Agreement

2. Description of Land

PID/Plan Number	Legal Description
<b>013-606-417</b>	<b>LOT 11 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620</b>
<b>013-606-433</b>	<b>LOT 12 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620</b>
<b>013-606-450</b>	<b>LOT 1 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620</b>
<b>013-606-476</b>	<b>LOT 2 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620</b>

3. Nature of Interest

Type	Number	Additional Information
<b>COVENANT</b>		
<b>PRIORITY AGREEMENT</b>		<b>Granting the Covenant herein priority over Mortgage CA8427528 and Assignment of Rents CA8427529</b>

4. Terms

Part 2 of this instrument consists of:

**(b) Express Charge Terms Annexed as Part 2**

5. Transferor(s)

**520 EIGHTH STREET NOMINEE LTD., NO.BC1162975**  
**CANADA ICI CAPITAL CORPORATION (AS TO PRIORITY), NO.A0067505**

6. Transferee(s)

**CORPORATION OF THE CITY OF NEW WESTMINSTER**  
 511 ROYAL AVENUE  
 NEW WESTMINSTER BC V3L 1H9

7. Additional or Modified Terms

8. Execution(s)

This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Witnessing Officer Signature

Execution Date

Transferor Signature(s)

\_\_\_\_\_

YYYY-MM-DD

**520 EIGHTH STREET NOMINEE LTD.**

By their Authorized Signatory

(as to both signatures)

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Name:**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

Witnessing Officer Signature

Execution Date

Transferor Signature(s)

\_\_\_\_\_

YYYY-MM-DD

**CANADA ICI CAPITAL CORPORATION**

By their Authorized Signatory

(as to both signatures)

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Name:**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.



Witnessing Officer Signature

Execution Date

Transferor Signature(s)

YYYY-MM-DD

**CORPORATION OF THE CITY OF NEW  
WESTMINSTER**

By their Authorized Signatory

\_\_\_\_\_  
(as to both signatures)

\_\_\_\_\_  
**Name:**

\_\_\_\_\_  
**Name:**

**Officer Certification**

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument.

**Electronic Signature**

Your electronic signature is a representation that you are a designate authorized to certify this document under section 168.4 of the *Land Title Act*, RSBC 1996 c.250, that you certify this document under section 168.41(4) of the act, and that an execution copy, or a true copy of that execution copy, is in your possession.

**PART 2 – TERMS OF INSTRUMENT**

**HOUSING AGREEMENT AND COVENANT**  
**(Section 483 *Local Government Act* and Section 219 *Land Title Act*)**

**THIS AGREEMENT** is dated for reference the 18<sup>th</sup> day of August, 2021:

**BETWEEN:**

**520 EIGHTH STREET NOMINEE LTD., INC.NO. BC1162975**  
201 - 1367 West Broadway, Vancouver, British Columbia, V6H 4A7

(the “Owner”)

**AND:**

**CORPORATION OF THE CITY OF NEW WESTMINSTER,**  
511 Royal Avenue, New Westminster, British Columbia, V3L 1H9

(the “City”)

**WHEREAS:**

- A. Section 483 of the *Local Government Act* (British Columbia) permits the City to enter into housing agreements for the provision of affordable and special needs housing, which may include conditions in respect to the form of tenure of housing units;
- B. Section 219 of the *Land Title Act* (British Columbia) permits the registration of a covenant of a positive or a negative nature in favour of the City in respect of the use of and subdivision of land;
- C. The Owner owns the Lands (hereinafter defined) and the Building thereon, which currently contains 56 rental Dwelling Units, and it wishes to construct five additional rental Dwelling Units;
- D. As a condition of approving the construction of the Dwelling Units, the City requires the Owner to enter into this Agreement to, among other requirements, ensure all Dwelling Units located on the Lands are used only as rental Dwelling Units; and
- E. The City adopted Housing Agreement (520 Eighth Street) Bylaw No. 8273, 2021, authorizing the City to enter into this Agreement.

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner 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) **“Agreement”** means this agreement together with all LTO forms, schedules, appendices, attachments and priority agreements attached hereto;
- (b) **“Building”** means, as at the reference date of this Agreement, the residential building constructed on and forming part of the Lands;
- (c) **“Dwelling Unit”** means a residential dwelling unit or units located or to be located on the Lands, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, apartments and condominiums and includes, where the context permits, the Secured Rental Units;
- (d) **“Lands”** means the lands identified in the section 2 of Part 1 of this Agreement;
- (e) **“LTO”** means the New Westminster Land Title Office or its successor;
- (f) **“Secured Rental Unit”** means a Dwelling Unit that is designated as a Secured Rental Unit in accordance with section 2.1 of this Agreement;
- (g) **“Subdivide”** or **“Subdivided”** means to divide, apportion, consolidate or subdivide the Lands or any building on the Lands, or the Ownership or right to possession or occupation of the Lands or any building on 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 a “shared interest in land” as defined in the *Real Estate Development Marketing Act*;
- (h) **“Tenancy Agreement”** means a tenancy agreement, lease, license or other agreement granting rights to occupy a Secured Rental Unit as a residence; and
- (i) **“Tenant”** means an occupant of Secured Rental Unit.

## ARTICLE 2      USE OF LANDS AND SUBDIVISION

**2.1 Designation** – The Owner agrees that:

- (a) every Dwelling Unit located on the Lands on the date this Agreement is registered in the LTO and every Dwelling Unit constructed after such date on the Lands is designated as a Secured Rental Unit; and
- (b) a Secured Rental Unit may only be used as a permanent residence for a Tenant.

**2.2 Restriction on Subdivision** – The Owner covenants and agrees with the City that none of the Lands nor any building on the Lands shall be Subdivided by any means whatsoever. Without limiting



the foregoing, the Owner acknowledges that the City will not support applications for Subdivision in any manner that would allow the Secured Market Rental Units to be sold independently of each other.

**2.3 City Authorized to Make Inquiries** – The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

**2.4 Requirement for Statutory Declaration** – Within 30 days after receiving notice from the City, the Owner must, in respect of each Secured Rental Unit, provide to the City a statutory declaration, substantially in the form (with, in the City’s discretion, such further amendments or additions as deemed necessary or desirable) attached as Appendix A, sworn by an authorized signatory of the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Secured Rental Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to a Secured Rental Unit if, in the City’s absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

### **ARTICLE 3 OPERATION OF SECURED RENTAL UNITS**

**3.1 Application of Article** – The City and the Owner acknowledge and agree that the obligations imposed upon and covenants made by the Owner under this section 3.3 and 3.4 will apply to tenancies and Tenancy Agreements created or entered into on or after the date that this Agreement is registered by the LTO.

**3.2 Short Term Rentals Prohibited** – The Owner agrees that no Secured Rental Unit will be rented to or occupied by any person for a term of less than 30 consecutive days.

**3.3 Occupancy and Tenure of Secured Rental Units** – The Owner must not rent, lease, license or otherwise permit occupancy of a Secured Rental Unit except in accordance with the following conditions:

- (a) the Secured Rental Unit will be used or occupied only pursuant to a Tenancy Agreement;
- (b) the term of a Tenancy Agreement will not be less than 30 days;
- (c) the Owner will not require a Tenant or any permitted occupant of a Secured Rental Unit to pay any extra charges or fees for property or similar tax; and
- (d) the Owner will forthwith deliver a certified true copy of any Tenancy Agreement to the City upon demand.

**3.4 Attach Copy of Tenancy Agreement** – The Owner will attach a copy of this Agreement, or at a minimum Articles 2 and 3 of this Agreement, to every Tenancy Agreement.

## ARTICLE 4      TERM AND DEMOLITION

**4.1      Expiry of Housing Agreement** – The City covenants and agrees with the Owner that this Agreement shall cease to apply from and after that date which is the later of: (i) the 60<sup>th</sup> anniversary of the date this Agreement is registered in the LTO; or (ii) the date that all buildings located on the Lands have been demolished. Upon expiry, the Owner may provide to the City a discharge of this Agreement, which the City shall execute and return to the Owner for filing in the LTO.

**4.2      Demolition** – The Owner will not demolish a Secured Rental Unit or a building on the Lands unless:

- (a)      the Owner has obtained the written opinion of a professional engineer or architect, who is at arm's length to the Owner, indicating that it is no longer reasonable or practical to repair or replace any structural component of the Secured Rental Unit or building, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
- (b)      40% or more of the value of the building above its foundations is damaged or destroyed, as determined by the City, in its sole discretion,

and, in each case, a demolition permit for the Secured Rental Unit or the building has been issued by the City and the Secured Rental Unit or building has been demolished under that permit.

## ARTICLE 5      MISCELLANEOUS

**5.1      Housing Agreement** – The Owner acknowledges and agrees that:

- (a)      this Agreement includes a housing agreement entered into under section 483 of the *Local Government Act* and a covenant under section 219 of the *Land Title Act*; and
- (b)      the City may file notice of, and register, this Agreement in the LTO pursuant to section 483(5) of the *Local Government Act* against the title to the Lands.

**5.2      Modification** – This Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

**5.3      Management** – The Owner covenants and agrees with the City that:

- (a)      the Owner will manage the Secured Rental Units, and without limiting the foregoing, the Owner may engage the services of a third-party property manager to manage the Building;
- (b)      the Owner shall permit representatives of the City to inspect the Secured Rental Units at any reasonable time, subject to the notice provisions of the *Residential Tenancy Act* (British Columbia);

- (c) the Owner shall maintain the Secured Rental Units in a good state of repair and fit for habitation in accordance with the requirements of the *Residential Tenancy Act*, reasonable wear and tear excepted; and
- (d) the Owner shall comply with all laws, including, without limitation, the Corporation of the City of New Westminster Business Regulation and Licencing (Rental Units) Amendment Bylaw No. 8310, 2019 and all other City bylaws, and any health and safety standards applicable to the Lands.

**5.4 Indemnity** – The Owner, on its behalf, 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, loss, damage, 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) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, Ownership, lease, license, operation, management or financing of the Lands or any Secured Rental Unit or the enforcement of any Tenancy Agreement; or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

**5.5 Release** – The Owner, on its behalf, 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 or management of the Lands or any Secured Rental Unit under this Agreement; or
- (b) except to the extent arising from the negligence or wilful misconduct of the City or those for whom it is at law responsible, the exercise by the City of any of its rights under this Agreement.

**5.6 Survival** – The indemnity and release set out in this Agreement will survive termination or discharge of this Agreement.

**5.7 Registration & Priority** – The Owner will cause this Agreement to be registered as a covenant under section 219 of the *Land Title Act* against title to the Lands in priority to all charges and encumbrances registered or pending registration against title to the Lands save and except those in favour of the City or specifically approved in advance in writing by the City, and will cause a notice of this Agreement under section 483(5) of the *Local Government Act* to be filed in the Land Title Office and shown as a legal notation on title to the Lands.

**5.8 City's Powers Unaffected** – This Agreement does not:

- (a) affect, fetter 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 Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

**5.9 Agreement for Benefit of City Only** – The Owner 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 Owner, any Tenant, or any future Owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Secured Rental 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 Owner.

**5.10 No Public Law Duty** – 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 Owner 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.

**5.11 Notice** – Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed to:

Corporation of the City of New Westminster  
511 Royal Avenue  
New Westminster, BC V3L 1H9  
Attention: Clerk

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

**5.12 Enuring Effect** – 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.

**5.13 Severability** – 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.

**5.14 Waiver** – All remedies of the City 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.

**5.15 Whole Agreement** – This Agreement, and any documents signed by the Owner contemplated by this Agreement, represent the whole agreement between the City and the Owner respecting the use and occupation of the Secured Rental Unit, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in or contemplated by this Agreement.

**5.16 Further Assurance** – Upon request by the City the Owner 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.

**5.17 Agreement Runs with Lands** – This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement acquire an interest in the Lands.

**5.18 Equitable Remedies** – The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

**5.19 No Joint Venture** – Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

**5.20 Applicable Law** – The laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

**5.21 Interpretation** – In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;

- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of section 25 of the *Interpretation Act* (British Columbia) with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a “party” is a reference to a party to this Agreement and to that party’s respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a “party” also includes a Tenant, agent, officer and invitee of the party;
- (j) reference to a “day”, “month”, or “year” is a reference to a calendar day, calendar month, or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word “including” is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word “including”.

**5.22 Execution in Counterparts & Electronic Delivery** – This Agreement may be executed in any number of counterparts and delivered by e-mail, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument, provided that any party delivering this Agreement by e-mail shall also deliver to the other party an originally executed copy of this Agreement.

**IN WITNESS WHEREOF** the parties hereto have executed this Agreement on the *Land Title Act* Form C and D which is attached to and forms part of this Agreement.

## Appendix A to Housing Agreement

## STATUTORY DECLARATION

## CANADA

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## IN THE MATTER OF A HOUSING

## AGREEMENT WITH THE

CORPORATION OF THE CITY OF NEW

## WESTMINSTER

**(“Housing Agreement”)**

**PROVINCE OF BRITISH COLUMBIA**

TO WIT:

I, \_\_\_\_\_ of \_\_\_\_\_, British Columbia, do solemnly declare that:

1. I am an authorized signatory of the Owner of the lands located at \_\_\_\_\_, New Westminster (the “**Lands**”), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Lands.
4. I confirm that the Owner has complied with the Owner’s obligations under the Housing Agreement.
5. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at the City of \_\_\_\_\_, in the Province of British Columbia, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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## A Commissioner for Taking Affidavits in the Province of British Columbia

DECLARANT

### CONSENT AND PRIORITY AGREEMENT

WHEREAS the CANADA ICI CAPITAL CORPORATION (INCORPORATION NO. A0067505) (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents (the "Charges") registered in the Land Title Office under numbers CA8427528, and CA8427529, respectively, encumbering the lands identified in the *Land Title Act* Form C attached to and forming part of the Housing Agreement and Covenant attached hereto.

THEREFORE THIS CONSENT AND PRIORITY AGREEMENT IS EVIDENCE THAT IN CONSIDERATION OF \$1.00 AND OTHER GOOD AND VALUABLE CONSIDERATION PAID BY THE TRANSFEREE TO THE CHARGEHOLDER:

1. The Chargeholder hereby consents to the granting and registration of the Section 219 Covenant attached hereto (the "Covenant") and the Chargeholder hereby agrees that the Covenant shall be binding upon its interest in and to the Lands.
2. The Chargeholder hereby grants to the transferee described in item 6 of the *Land Title Act* Form C attached hereto priority for the Covenant over the Chargeholder's right, title and interest in and to the Lands, and the Chargeholder does hereby postpone the Charges and all of its right, title and interest thereunder to the Covenant as if the Covenant had been executed, delivered and registered prior to the execution, delivery and registration of the Charges.

IN WITNESS WHEREOF, the Chargeholder has executed and delivered this Consent and Priority Agreement by executing the *Land Title Act* Form C above which is attached hereto and forms part of this Agreement.

**END OF DOCUMENT**



## BENEFICIARY AUTHORIZATION AND CHARGE AGREEMENT

**THIS AGREEMENT** made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2021

AMONG:

**THE CORPORATION OF THE CITY OF NEW WESTMINSTER**

511 Royal Avenue, New Westminster, British Columbia, V3L 1H9

(the “**City**”)

AND:

**BELMONT PROPERTIES (REG NO. FM0005051)**

201 - 1367 West Broadway, Vancouver, British Columbia, V6H 4A7

(the “**Beneficiary**”)

AND:

**520 EIGHTH STREET NOMINEE LTD., INC.NO. BC1162975**

201 - 1367 West Broadway, Vancouver, British Columbia, V6H 4A7

(the “**Nominee**”)

### WHEREAS:

- A. Pursuant to a Housing Agreement and Covenant (Section 483 of the Local Government Act and Section 219 of the Land Title Act) dated for reference \_\_\_\_\_ (the “Housing Agreement”), the Nominee agreed to provide affordable and special needs housing on the lands legally described as:

PID: 013-606-417

LOT 11 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-433

LOT 12 OF LOT 10 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-450

LOT 1 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

PID: 013-606-476

LOT 2 OF LOT 11 SUBURBAN BLOCK 10 PLAN 2620

(the “**Lands**”)

- B. The Beneficiary is the beneficial owner of the Lands;
- C. The Nominee holds the Lands in trust for the sole use, benefit and advantage of the Beneficiary;
- D. The Beneficiary has agreed to enter into this Agreement with the Nominee and the City in order to:
  - (a) confirm that the Housing Agreement charges its beneficial interest in the Lands;
  - (b) confirm that the Nominee was authorized to execute and deliver the Housing Agreement; and
  - (c) confirm that the Nominee was authorized to charge the Lands with respect to the Housing Agreement.

**NOW THEREFORE**, in consideration of the premises and mutual covenants herein and other good and valuable consideration (the receipt and sufficiency of which are hereby acknowledged), the parties hereto hereby agree as follows:

1. Each of the Nominee and the Beneficiary represents and warrants to the City as follows:
  - (a) the Nominee is the registered owner of the Lands and it holds those interests as nominee, agent and bare trustee for and on behalf of the Beneficiary, as beneficial owner of the Lands;
  - (b) the Beneficiary irrevocably authorizes and directs the Nominee, as bare trustee and nominee for and on behalf of the Beneficiary, to:
    - (i) execute and deliver to the City the Housing Agreement and any and all supporting documents required by the City;
    - (ii) to perform and observe each of the Nominee's obligations and covenants under the Housing Agreement; and
    - (iii) register or permit the registration of the Housing Agreement in the New Westminster Land Title Office (the "**Land Title Office**"); and
  - (c) the Beneficiary is the only owner of any beneficial interest in the Lands and no other person other than the Nominee, the Beneficiary and any other person with an interest registered against the Lands in the Land Title Office has any interest, legal or beneficial, in and to the Lands.
2. During the period that it holds a beneficial interest in the Lands, the Beneficiary will:

- (a) observe, comply with and perform all of the obligations, covenants and agreements of the Nominee contained in and created by the Housing Agreement;
  - (b) not give instructions to the Nominee to transfer, mortgage or otherwise deal with the Lands in any manner which would be inconsistent with the provisions of the Housing Agreement, without the prior written consent of the City;
  - (c) if the Beneficiary wishes to transfer beneficial interest in the Lands to a third party transferee without also causing the Nominee to transfer legal title to the Lands to such third party transferee or its nominee, not affect such transfer unless the Beneficiary provides the City with an assumption agreement, executed by the third party transferee whereby the third party transferee affirms and assumes all the obligations of the Beneficiary under this Agreement, regardless of when such obligation first arose; and
  - (d) to give such directions to the Nominee as may be required to permit the Nominee to comply with the terms of the Housing Agreement (and, by virtue of this Agreement, the Nominee will be deemed to have been given such directions without the need for any further document to be executed).
3. For greater certainty, if a default under the Housing Agreement results in an additional or consequential charge in favour of the City (such as, by way of example only, a judgment) and the additional or consequential charge is capable of being registered against the Lands, the Beneficiary's interest in the Lands will be subject to and further charged by such additional or consequential charge.
  4. This Agreement will enure to the benefit of the City and be binding on the Nominee (while it holds a legal interest in the Lands) and the Beneficiary (while it holds a beneficial interest in the Lands) and their respective heirs, executors, successors and assigns.
  5. This Agreement will in all respects be governed by and be construed in accordance with the laws of the Province of British Columbia and the federal laws of Canada applicable therein.
  6. This Agreement will not be amended or varied or be deemed to be amended or varied except by written instrument signed by a duly authorized officer of each of the City, the Nominee and the Beneficiary.

7. This Agreement may be executed by the parties in separate counterparts each of which when so executed and delivered to all of the parties will be deemed to be and will be read as a single agreement among the parties.

**IN WITNESS WHEREOF** the parties have executed this Agreement with effect as of the day and year first above written.

**520 EIGHTH STREET NOMINEE LTD.**

by its authorized signatories:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

**BELMONT PROPERTIES**

by its authorized signatories:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

**THE CORPORATION OF THE CITY OF NEW  
WESTMINSTER**

by its authorized signatories:

\_\_\_\_\_  
Authorized Signatory

\_\_\_\_\_  
Authorized Signatory

# **CORPORATION OF THE CITY OF NEW WESTMINSTER**

## **BYLAW NO. 8308, 2022**

A Bylaw of the City of New Westminster representing the Five-Year  
Financial Plan for the years 2022 – 2026, inclusive

WHEREAS pursuant to Section 165 of the Community Charter, Council must establish a Five-Year Financial Plan for the period 2022 – 2026 inclusive;

NOW THEREFORE, the Council of the Corporation of the City of New Westminster ENACTS  
AS FOLLOWS:

(1) This bylaw may be cited for all purposes as the “Five-Year Financial Plan (2022 – 2026),  
Bylaw No. 8308, 2022”.

(2) Council does hereby adopt the Five-Year Financial Plan, for the years 2022 - 2026  
inclusive, for each year of the plan, as set out in Schedule A.

(3) Schedules B and C provide supplementary information to the bylaw.

GIVEN FIRST READING this 10th day of January, 2022.

GIVEN SECOND READING this 10th day of January, 2022.

GIVEN THIRD READING this 10th day of January, 2022.

ADOPTED this day of, 2022.

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Mayor Jonathan X. Cote

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Jacque Killawee, City Clerk

## CORPORATION OF THE CITY OF NEW WESTMINSTER

## CONSOLIDATED FINANCIAL PLAN

## Schedule 'A' to Bylaw No. 8308, 2022

	2022	Budget Projections			
	Budget	2023	2024	2025	2026
<b>REVENUE</b>					
Municipal Taxation (see below)	\$ 97,877,861	\$ 103,095,703	\$ 109,463,995	\$ 115,272,273	\$ 120,451,743
Utility Rates	100,119,172	105,126,857	110,290,843	115,769,312	121,585,481
Sale of Services	14,373,935	15,771,060	15,871,060	15,571,060	15,571,060
Grants from Other Governments (1)	8,920,339	5,893,400	2,871,600	2,871,600	2,871,600
Contributions (2)	24,086,630	24,174,930	18,839,530	17,170,930	10,983,930
Other Revenue	16,915,915	18,081,073	18,221,457	18,082,689	17,797,265
<b>Total Revenues</b>	<b>262,293,852</b>	<b>272,143,023</b>	<b>275,558,485</b>	<b>284,737,864</b>	<b>289,261,079</b>
<b>EXPENSES</b>					
<b>General Services</b>					
Police Services	34,408,503	34,729,375	35,717,010	36,385,994	36,975,831
Parks and Recreation	19,416,533	22,296,796	26,355,706	26,703,057	26,982,221
Fire and Rescue	17,868,972	18,554,183	19,290,982	19,670,640	20,219,813
Development Services	7,358,604	7,014,666	7,155,875	7,313,040	7,449,313
Engineering	29,776,519	30,592,468	31,214,919	31,519,297	32,086,538
General Government	29,850,878	30,366,173	30,452,417	30,563,408	31,384,291
Library	4,905,686	4,996,028	5,068,783	5,119,432	5,180,001
	<b>143,585,695</b>	<b>148,549,689</b>	<b>155,255,692</b>	<b>157,274,868</b>	<b>160,278,008</b>
<b>Utilities Services</b>					
Electrical Utility	40,883,766	41,706,514	42,581,978	45,037,184	45,867,089
Water Utility	9,358,198	9,967,152	10,999,891	12,093,204	13,346,871
Sewer Utility	15,330,615	17,646,962	20,145,656	23,121,261	28,848,140
Solid Waste Utility	3,994,991	4,112,023	4,210,458	4,295,997	4,424,510
	<b>69,567,570</b>	<b>73,432,651</b>	<b>77,937,983</b>	<b>84,547,646</b>	<b>92,486,610</b>
<b>Fiscal Expenses</b>					
Interest and Bank Charges	2,849,958	5,177,088	6,157,719	6,222,996	6,445,961
<b>Total Expenses</b>	<b>216,003,223</b>	<b>227,159,428</b>	<b>239,351,394</b>	<b>248,045,510</b>	<b>259,210,579</b>
<b>INCREASE IN TOTAL EQUITY</b>	<b>46,290,629</b>	<b>44,983,595</b>	<b>36,207,091</b>	<b>36,692,354</b>	<b>30,050,500</b>
<b>Reconciliation to Financial Equity</b>					
Amortization of Tangible Capital Assets	26,286,000	27,438,000	29,959,000	31,329,000	31,803,000
Capital Expenses (Schedule B)	(170,699,310)	(109,731,100)	(66,230,250)	(58,198,700)	(48,236,400)
Debt Retirement	(5,151,403)	(8,214,754)	(9,686,716)	(9,657,090)	(10,214,494)
Proceeds on Debt Issuance	72,184,585	30,772,800	8,000,000	7,500,000	500,000
<b>CHANGE IN FINANCIAL EQUITY (Reserves)</b>	<b>(31,089,499)</b>	<b>(14,751,459)</b>	<b>(1,750,875)</b>	<b>7,665,564</b>	<b>3,902,606</b>
<b>Financial Equity, beginning of year</b>	<b>154,633,733</b>	<b>123,544,234</b>	<b>108,792,775</b>	<b>107,041,900</b>	<b>114,707,464</b>
<b>FINANCIAL EQUITY (Reserves), end of year</b>	<b>\$ 123,544,234</b>	<b>\$ 108,792,775</b>	<b>\$ 107,041,900</b>	<b>\$ 114,707,464</b>	<b>\$ 118,610,070</b>

Notes:

(1) Includes capital grants noted on Schedule B.

(2) Includes capital contributions and DCCs noted on Schedule B.

<b>Municipal Taxation</b>					
Property Taxes	\$ 96,205,561	\$ 101,389,353	\$ 107,721,045	\$ 113,491,623	\$ 118,632,293
Parcel Taxes	19,200	17,750	17,750	17,750	17,750
Grant-in-Lieu of Taxes	1,184,200	1,219,700	1,256,300	1,294,000	1,332,800
Utilities 1%-in-Lieu of Taxes	468,900	468,900	468,900	468,900	468,900
	<b>\$ 97,877,861</b>	<b>\$ 103,095,703</b>	<b>\$ 109,463,995</b>	<b>\$ 115,272,273</b>	<b>\$ 120,451,743</b>

**CORPORATION OF THE CITY OF NEW WESTMINSTER**

**CONSOLIDATED FINANCIAL PLAN**

**Schedule 'A' to Bylaw No. 8308, 2022**

(continued)

**Proportion of Revenues By Funding Source:**

The following table shows the proportion of total revenue proposed to be raised from each funding source. Property taxes form the second largest portion of revenues. They provide a stable and consistent source of revenues to pay for many services, such as police and fire protection, that are difficult or undesirable to fund on a user-pay basis.

Utilities' rates are the City's largest component of planned revenues. These revenues pay for services including electricity, water, sewer and solid waste and are charged on a user-pay basis. This basis attempts to fairly apportion utility service costs to those that make use of these services.

Other revenue sources, including sale of services, government grants and contributions make up the remainder of total revenues. These revenues fluctuate due to economic conditions and City initiatives.

Revenue Source	% Total Revenue
Taxation	37%
Utility Rates	38%
Sale of Services	5%
Gov't Grants	3%
Contributions	9%
Other Revenue	6%
	100%

**Distribution of Property Taxes Between Property Classes:**

The following table provides the distribution of property tax revenue between property classes. The City's primary goal is to set tax rates that are sufficient, after maximizing non-tax revenues, to provide for service delivery; City assets; and maintain tax stability. This is accomplished by maintaining the historical relationship between the property classes and applying the same annual tax rate increase across all Classes. A secondary goal is to set tax rates that are competitive within the region; consequently, the City may, from time to time, adjust the property tax distribution between the Classes as deemed necessary.

Class No	Property Class	% Tax Burden
1	Residential	63%
2	Utilities	<1%
4	Major Industry	2%
5	Light Industry	3%
6	Business	31%
8	Recreation/Non-Profit	<1%
9	Farm	<1%
		100%

**Use of Permissive Exemptions:**

The City's Annual Municipal Report contains a list of permissive exemptions granted for the year and the amount of tax revenue foregone. Permissive tax exemption is granted to not-for-profit institutions including religious institutions, some recreational facilities, service organizations and cultural institutions that form a valuable part of our community.

Since the mid-90's the City has generally ceased granting new permissive exemptions from property taxes in order to preserve the tax revenue base. Organizations granted exemption prior to implementation of this practice continue to be considered for exemption provided they make an annual submission showing the use of the property subject to exemption has not been altered. All other applications for permissive exemption from property taxes are reviewed on a case-by-case basis.

**CORPORATION OF THE CITY OF NEW WESTMINSTER**

**CONSOLIDATED CAPITAL PROGRAM**

**Schedule 'B' to Bylaw No. 8308, 2022**

Note: This Schedule has been provided as an addendum to Schedule A. The figures in this Schedule are included in the consolidated figures in Schedule A.

	<b>2022 Budget</b>	<b>Budget Projections</b>			
		<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
<b>CAPITAL EXPENSES</b>					
Land	\$ 500,000	\$ 4,733,800	\$ -	\$ -	\$ 2,000,000
Buildings	62,291,200	30,451,100	8,908,200	8,388,000	5,070,000
Vehicles/Equipment	7,503,500	5,530,800	6,250,650	4,883,500	4,753,500
Other Projects	8,519,295	5,164,800	3,601,500	3,709,300	3,135,000
Park Improvements	4,374,100	5,061,200	4,744,000	1,651,000	2,084,000
Engineering Structures	23,561,600	14,140,000	10,400,000	9,250,000	15,225,000
Water Infrastructure	6,011,500	6,838,900	5,338,900	5,838,900	5,838,900
Sewer Infrastructure	15,028,730	10,752,500	7,987,000	7,780,000	7,480,000
Electrical Distribution System	42,909,385	27,058,000	19,000,000	16,698,000	2,650,000
<b>TOTAL</b>	<b>\$ 170,699,310</b>	<b>\$ 109,731,100</b>	<b>\$ 66,230,250</b>	<b>\$ 58,198,700</b>	<b>\$ 48,236,400</b>
<b>FUNDING SOURCES</b>					
Reserve Funds	\$ 76,163,925	\$ 59,102,500	\$ 46,331,650	\$ 40,468,700	\$ 43,693,400
Development Cost Charges	3,734,150	2,660,000	1,321,600	375,000	263,000
Long Term Debt	72,184,585	30,772,800	8,000,000	7,500,000	500,000
Grants from Other Governments	5,660,800	3,021,800	-	-	-
Contributions	12,955,850	14,174,000	10,577,000	9,855,000	3,780,000
<b>TOTAL</b>	<b>\$ 170,699,310</b>	<b>\$ 109,731,100</b>	<b>\$ 66,230,250</b>	<b>\$ 58,198,700</b>	<b>\$ 48,236,400</b>

**City of New Westminster - Development Cost Charge Funding Envelope Plan for the 2009 DCC Bylaw 7311**

**NOTES:**

1. This DCC Funding Envelope Plan is based on the capital projects set out in the 2009 Development Cost Charge Review which forms the basis for the City's DCC Bylaw. The City's DCC Bylaw was amended in 2015 to reflect new rates based on an updated capital project plan.

2. City contributions will be from reserves while other contributions are from provincial / federal government grants.

3. The mainland waterfront parkland acquisition / development (\$16M) was initially funded with debt with the intention that the principal on the debt would be repaid over time using Parks DCCs.

	<u>Values</u>	<u>TTL</u>	<u>2009 - 2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027 +</u>
Total DCCs	87,284,408	\$ 87,284,408	\$ 38,993,527	\$ 3,734,150	\$ 2,660,000	\$ 1,321,600	\$ 375,000	\$ 263,000	\$ 39,937,131
Total City & Other Contributions	34,985,065	34,985,065	11,932,581	2,349,257	3,406,586	2,395,886	1,339,286	939,286	12,622,183
	<b>122,269,473</b>	<b>\$ 122,269,473</b>	<b>\$ 50,926,108</b>	<b>\$ 6,083,407</b>	<b>\$ 6,066,586</b>	<b>\$ 3,717,486</b>	<b>\$ 1,714,286</b>	<b>\$ 1,202,286</b>	<b>\$ 52,559,314</b>



**CORPORATION OF THE CITY OF NEW WESTMINSTER**  
**CONSOLIDATED STATEMENT OF RESERVES AND DEVELOPMENT COST CHARGES**  
**Schedule 'C' to Bylaw No. 8308, 2022**

Note: This Schedule has been provided as an addendum to Schedule A. The reserve figures in this Schedule are included in the consolidated figures in Schedule A. Development Cost Charges are provided for information, but are deferred charges rather than reserves.

FINANCIAL EQUITY (RESERVES)	2022 Budget	Budget Projections			
		2023	2024	2025	2026
<b>Revenues:</b>					
Contributions	\$ 6,817,903	\$ 7,135,376	\$ 6,750,365	\$ 6,765,777	\$ 6,318,907
	6,817,903	7,135,376	6,750,365	6,765,777	6,318,907
<b>Transfers (to) from:</b>					
Operating Budget	38,256,523	37,215,665	37,830,410	41,368,487	41,277,099
Capital Budget	(76,163,925)	(59,102,500)	(46,331,650)	(40,468,700)	(43,693,400)
	(37,907,402)	(21,886,835)	(8,501,240)	899,787	(2,416,301)
<b>Change in Financial Equity (Reserves)</b>	<b>(31,089,499)</b>	<b>(14,751,459)</b>	<b>(1,750,875)</b>	<b>7,665,564</b>	<b>3,902,606</b>
<b>Financial Equity, Beginning of Year</b>	<b>154,633,733</b>	<b>123,544,234</b>	<b>108,792,775</b>	<b>107,041,900</b>	<b>114,707,464</b>
<b>Financial Equity, End of Year</b>	<b>123,544,234</b>	<b>108,792,775</b>	<b>107,041,900</b>	<b>114,707,464</b>	<b>118,610,070</b>
<b>CHANGE IN RESERVES</b>					
<b>Non-Statutory Reserves</b>	<b>\$ (29,574,974)</b>	<b>\$ (10,346,144)</b>	<b>\$ (1,912,754)</b>	<b>\$ 7,500,447</b>	<b>\$ 5,734,188</b>
<b>Statutory Reserves</b>					
Cemetery	52,025	53,066	54,127	55,210	56,314
Construction of Municipal Works	(1,628,826)	(4,521,902)	42,960	43,819	(1,955,305)
Parking Cash In Lieu	24,803	25,299	25,805	26,321	26,847
Park Land Acquisition	1,293	1,319	1,346	1,373	1,400
Tax Sale Land	36,180	36,903	37,641	38,394	39,162
<b>Change in Reserves</b>	<b>\$ (31,089,499)</b>	<b>\$ (14,751,459)</b>	<b>\$ (1,750,875)</b>	<b>\$ 7,665,564</b>	<b>\$ 3,902,606</b>
<b>Statutory DCC Reserves</b>					
Drainage DCC	\$ 61,370	\$ 123,998	\$ 126,478	\$ 129,007	\$ 131,588
Parkland DCC	1,143,242	(247,292)	788,161	1,383,325	1,392,291
Sewer DCC	(540,329)	378,414	386,483	449,212	458,196
Transportation DCC	(1,233,594)	(8,365)	271,468	570,897	694,315
Water DCC	(48,425)	180,406	184,015	187,695	191,448
<b>Change in DCCs</b>	<b>\$ (617,736)</b>	<b>\$ 427,161</b>	<b>\$ 1,756,605</b>	<b>\$ 2,720,136</b>	<b>\$ 2,867,838</b>
<b>RESERVE BALANCES</b>					
<b>Non-Statutory Reserves</b>	<b>\$ 112,812,498</b>	<b>\$ 102,466,354</b>	<b>\$ 100,553,600</b>	<b>\$ 108,054,047</b>	<b>\$ 113,788,235</b>
<b>Statutory Reserves</b>					
Cemetery	885,796	938,862	992,989	1,048,199	1,104,513
Construction of Municipal Works	6,669,881	2,147,979	2,190,939	2,234,758	279,453
Parking Cash In Lieu	1,264,932	1,290,231	1,316,036	1,342,357	1,369,204
Park Land Acquisition	65,961	67,280	68,626	69,999	71,399
Tax Sale Land	1,845,166	1,882,069	1,919,710	1,958,104	1,997,266
<b>Total Reserves</b>	<b>\$ 123,544,234</b>	<b>\$ 108,792,775</b>	<b>\$ 107,041,900</b>	<b>\$ 114,707,464</b>	<b>\$ 118,610,070</b>
<b>Statutory DCC Reserves</b>					
Drainage DCC	\$ 449,878	\$ 573,876	\$ 700,354	\$ 829,361	\$ 960,949
Parkland DCC	14,360,371	14,113,079	14,901,240	16,284,565	17,676,856
Sewer DCC	1,695,705	2,074,119	2,460,602	2,909,814	3,368,010
Transportation DCC	(468,272)	(476,637)	(205,169)	365,728	1,060,043
Water DCC	2,020,303	2,200,709	2,384,724	2,572,419	2,763,867
<b>Total DCC Reserves</b>	<b>\$ 18,057,985</b>	<b>\$ 18,485,146</b>	<b>\$ 20,241,751</b>	<b>\$ 22,961,887</b>	<b>\$ 25,829,725</b>

# CORPORATION OF THE CITY OF NEW WESTMINSTER

## Zoning Amendment Bylaw. No. 8231, 2021

A bylaw to amend Zoning Bylaw No. 6680, 2001

### WHEREAS:

- A. The Council has adopted a zoning bylaw under Part 14 of the *Local Government Act*, and wishes to amend the bylaw.
- B. The Council has adopted and wishes to amend Zoning Bylaw No. 6680, 2001.

NOW THEREFORE the Council of the Corporation of the City of New Westminster, in open meeting assembled, enacts as follows:

### Citation

This bylaw may be cited as “Zoning Amendment Bylaw (Bicycle Parking Amendments) No. 8231, 2021”.

### Amendments

1. Zoning Bylaw No. 6680, 2001 is amended as follows:

a) Add section 120.22.1 with the following definition:

“**BICYCLE, OVERSIZED** means a non-traditional bicycle with larger parking space requirements, including but not limited to, cargo bicycles, bicycles with trailers, tandem bicycles, recumbent bicycles.”

b) Amend Section 150.3 by deleting the table and replacing with:

Use	Minimum <i>Long Term</i> <i>Bicycle Parking</i> Spaces Required	Minimum <i>Short Term</i> <i>Bicycle Parking</i> Spaces Required
<b><i>Multiple Dwellings, Including Live- Work Uses</i></b>	1.5 spaces per <i>dwelling unit</i>	0-19 units: 2 spaces 20-59 units: 6 spaces 60-99 units: 9 spaces 100 or more units: 12 spaces
<b><i>Multiple Dwelling Uses for Elderly</i></b>	0.25 space per <i>dwelling units</i>	0-19 units: 2 spaces 20-59 units: 6 spaces

<b><i>Citizen's Homes and Supportive Housing</i></b>		60-99 units: 9 spaces 100 or more units: 12 spaces
<b>RT (Infill Townhouse and Rowhouse Residential District) Zone permitted uses</b>	1 space per <i>dwelling unit</i>	Not required
<b><i>Student Housing, Youth Hostels</i></b>	1 space per 8 units	minimum 6 spaces for each building entrance
<b>Residential - All other Residential Uses, except Single Detached Dwelling, Duplex, Float Home, Houseboat, Liveaboard, Pier House</b>	1.5 spaces per <i>dwelling unit</i>	6 spaces for developments with 20 <i>dwelling units</i> or more

c) Delete Section 150.4

d) Amend Section 150.5 by renumbering to Section 150.4 and deleting and replacing the table with:

Use	Minimum <i>Long Term Bicycle Parking Spaces</i> Required	Minimum <i>Short Term Bicycle Parking Spaces</i> Required
<b><i>Hotels</i></b>	1.0 space up to each 30 <i>hotel units</i>	6.0 spaces for all for developments with 75 <i>dwelling units</i> or more
<b><i>Restaurants, Cafes and Liquor Primary Licensed Premises</i></b>	1.0 space per 1,000 sq. m. of net floor area.	3 spaces for each 500 sq. metres of <i>net floor area</i>
<b>Commercial - All other Commercial Uses</b>	1.0 space for each 500 sq. metres of <i>net floor area</i>	6 spaces for any <i>building</i> with 1,000 sq. metres of <i>net floor area</i>

- e) Amend Section 150.6 by renumbering to Section 150.5 and deleting and replacing the table with:

Use	Minimum <i>Long Term Bicycle Parking</i> Spaces Required	Minimum <i>Short Term Bicycle Parking</i> Spaces Required
<b><i>Industrial Uses</i></b>	1.0 space up to 1,000 sq. metres of <i>net floor area</i> <u>or</u> 1 space per every 25 employees employed at the <i>site</i> , whichever is <b>greater</b>	6.0 spaces for each 1,000 sq. metres of <i>net floor area</i>

- f) Delete the heading prior to Section 150.7 and replace with:  
“Institutional Bicycle Parking Requirements”
- g) Amend Section 150.7 by renumbering to Section 150.6 and deleting and replacing the table with:

Use	Minimum <i>Long Term Bicycle Parking</i> Spaces Required	Minimum <i>Short Term Bicycle Parking</i> Spaces Required
<b><i>Hospital, Private hospital</i></b>	1.0 space for every 25 employees on a work shift with maximum number of employees	6.0 spaces at each public entrance
<b><i>Institutional - Schools (Academic)</i></b>	1.0 space for every 15 staff	1.0 space for every 10 students
<b><i>Institutional - Colleges, Universities</i></b>	1.0 space for each 500 sq. metres of <i>net floor area</i>	1.0 space for every 500 sq. m of <i>net floor area</i>
<b><i>Institutional - All other Institutional Uses, except Public Utility</i></b>	1 space per 500 sq. metres of <i>net floor area</i>	6 spaces for each 1,000 sq. metres of <i>net floor area</i>

- h) Amend first instance of Section 150.8 by renumbering to Section 150.7 and deleting and replacing the text with:

“A minimum of 5% of required *long-term bicycle parking* spaces shall be provided as *oversized bicycle parking* spaces.”

- i) Amend second instance of Section 150.8 by deleting and replacing with:

*“Long term bicycle parking spaces provided in a bicycle storage facility shall meet the following standards:*

- (a) *Long term bicycle parking spaces provided in a secured bicycle storage facility, shall be accessible only to residents or employees of the building.*
- (b) *A minimum of 50% of required long-term bicycle spaces shall not be located below the first parking level below grade.*
- (c) *The entire interior of the bicycle storage facility shall be within 30m of a building entrance and shall provide access outside.*
- (d) *Access to a bicycle storage facility shall be provided via a ramp or elevator.*
- (e) *All doors between a bicycle storage facility and building entrances and exits should shall be a minimum 1.5m width to allow a person to navigate a bike through the door.*
- (f) *Lighting in the bicycle storage facility shall provide vertical illumination at floor level of a minimum 160 lux, with true colour and a uniformity ratio of at most 3:1.*
- (g) *A minimum 50% of long-term bicycle parking spaces must be parked horizontally on the floor.*
- (h) *All oversized bicycle parking spaces must be parked horizontally on the floor.*
- (i) *Long-term bicycle parking spaces shall support the bicycle frame above the centre of gravity and shall enable the bicycle frame and front wheel to be locked with a U-style lock and be shall installed with secure, theft-resistant anchoring to the floor or ground.*
- (j) *Electric outlets shall be provided in the bicycle storage facility such that no parking space is more than 5.0 metres from an outlet.”*

- j) Amend Section 150.9 by the deleting and replacing with the following:

*“Each long term bicycle parking space shall be sized as follows:*

<b>Bicycle type</b>	<b>Vertical Clearance</b>	<b>Minimum Width</b>	<b>Minimum Length (horizontal placement)</b>	<b>Minimum Length (vertical placement)</b>	<b>Minimum Access Aisle Width</b>
<b>Standard</b>	1.9 metres	0.6	1.8 metres	1.0 metres	1.2 metres

<b>bicycle</b>		metres			
<b><i>Oversized bicycle</i></b>	1.9 metres	0.9 metres	2.4 metres	n/a	1.5 metres

- k) Delete Sections 150.10, 150.11, 150.12, and 150.13
- l) Renumber Section 150.14 to Sec. 150.10 and delete the existing clauses and replace with:

*“Long term bicycle parking spaces provided in individual bicycle lockers shall meet the following standards: ”*

- (a) Shall be at least 2.00 metres away from the edge of the nearest bicycle parking space; and
  - (b) Shall be constructed of solid, opaque, and theft resistant material with a lockable door which opens to full width and height of the locker.
- m) Renumber Section 150.15 to Section 150.11 and delete the text and table and replace with:

*Bicycle lockers and access areas shall be follows:*

Minimum Inside Dimensions			
Minimum Width	Minimum Length	Minimum Height	Minimum Access Aisle Width
0.6 metres	1.8 metres	1.2 metres	1.2 metres

- n) Renumber Section 150.16 to Section 150.12.
- o) Renumber Section 150.17 to Section 150.13 and delete the text and replace with:

*“Short term bicycle parking spaces shall meet the following standards:*

- (a) Short term bicycle parking spaces must be located so they are:
  - i. visible from front and/or flanking streets adjacent to the site for which the spaces are required,
  - ii. visible from the principle building entrance for which the spaces are required; or



- iii. within 15 metres (measured by path of travel) of the principle building entrance for which the spaces are required.
- (b) *Short term bicycle parking* spaces provided with bicycle racks shall support the bicycle frame above the centre of gravity and shall enable the bicycle frame and front wheel to be locked with a U-style lock, and be shall installed with secure, theft-resistant anchoring to the floor or ground.”

p) Delete Sections 150.18 and 150.19.

GIVEN FIRST READING this 18<sup>th</sup> day of October 2021.

GIVEN SECOND READING this 18<sup>th</sup> day of October 2021.

PUBLIC HEARING waived under section 464(2) of the Local Government Act

GIVEN THIRD READING this 22<sup>nd</sup> day of November 2021.

ADOPTED and the Seal of the Corporation of the City of New Westminster affixed this \_\_\_\_\_ day of \_\_\_\_\_ 2021.

Certified to be a true and correct copy of

Zoning Amendment Bylaw

No. 8231/2021

Date Certification January 17, 2022

Jacques Killawee  
Jacques Killawee, City Clerk

\_\_\_\_\_  
Jonathan X. Coté, Mayor

\_\_\_\_\_  
Jacque Killawee, City Clerk

Approved pursuant to section 52(3)(a) of the *Transportation Act* this

25<sup>th</sup> day of January, 2022

Sally Case  
for Minister of Transportation & Infrastructure

Sally Case  
Development Officer

## **REPORT**

### ***Legislative Services***

**To:** Mayor Cote and Members of Council      **Date:** January 31, 2022

**From:** Jacque Killawee  
City Clerk      **File:** 05.1025.02-2022

**Item #:** 2022-47

**Subject:** **Recruitment 2022: Appointment to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC)**

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#### **RECOMMENDATION**

THAT Council receive the report titled, "Recruitment 2022: Appointment to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC)" for information.

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#### **PURPOSE**

To release the Closed Council decision to appoint Ruth Weller of the Spirit of the Children Society as the Local Indigenous Support Organization representative to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC) for the term ending January 31, 2024.

#### **BACKGROUND**

At the January 31, 2022 Closed meeting, New Westminster City Council approved the following motions in relation to the SIERAC:

THAT Council appoint Ruth Weller of the Spirit of the Children Society as the Local Indigenous Support Organization representative to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC) for the term ending January 21, 2024; and,

THAT the appointment be released to the public.



## **OPTIONS**

**Option 1:** THAT Council receive the report titled, "Recruitment 2022: Appointment to the Social Inclusion, Engagement and Reconciliation Advisory Committee (SIERAC)" for information; or,

**Option 1:** Please provide Staff with other direction.

Staff recommends Option 1.

This report was prepared by: Carilyn Cook

This report was approved by:  
Jacque Killawee, City Clerk  
Lisa Spitale, Chief Administrative Officer