

TO: MAYOR & MEMBERS OF COUNCIL
FROM: DEPUTY CHIEF ADMINISTRATIVE OFFICER AND CHIEF FINANCIAL OFFICER
SUBJECT: **2024 – 2028 FINANCIAL PLAN HIGHLIGHTS**
PURPOSE: To provide the 2024 – 2028 Financial Plan Highlights document.

RECOMMENDATION

THAT the report titled “2024 – 2028 Financial Plan Highlights” dated November 20, 2023, be received for information.

CHIEF ADMINISTRATIVE OFFICER’S COMMENTS

I concur with the recommendation of the Deputy Chief Administrative Officer and Chief Financial Officer.

1.0 POLICY SECTION

This report is provided to align with the Community Charter Section 165 and 166 that requires a municipality to have a financial plan that is adopted annually with a public consultation process prior to final adoption.

2.0 BACKGROUND

The 2024 – 2028 Financial Plan Highlights document provides Burnaby residents with information on the City of Burnaby’s Draft 2024 – 2028 Financial Plan. This document is used as the basis for the City’s public consultation process when developing the Annual Financial Plan. The 2024 – 2028 Financial Plan and Financial Plan bylaw is anticipated to be presented to Council in early 2024 with the Tax Rates bylaw presented and adopted prior to May 15, 2024.

3.0 GENERAL INFORMATION

The proposed 2024 proposed Operating Plan is \$674.0 million and a high-level summary of the key revenue streams and expenditures by function is provided in the Financial Plan Highlights document. The 2024 Operating Plan includes a proposed 4.50% increase to property taxation. The property tax rate increase reflects the staff collective agreement increases benefits increases, and inflationary impacts to the growing existing core programs and services to the public. Furthermore, the Operating Plan includes increased community safety requirements to Fire services, Federal RCMP contract and E-Comm services. Lastly, the operating budget reflects the City’s commitment to further supporting Indigenous relations and for unsheltered community members within the City.

The 2024 proposed Operating Plan also includes a 0.0% increase to the Waterworks Utility rates and a 5.0% increase to Sanitary Sewer Fund rates. The increases from Metro Vancouver are significant and the predominate drivers for the costs to the City thus impacting the 2024 rates.

Over the past several budget cycles, the City had anticipated sizable increases to come from Metro Vancouver. Therefore, through the use of reserves, the City was able to manage a 0.0% increase to Waterwork Utility rates and a 5.0% increase to Sanitary Sewer Fund rates. By doing so, the City is able to provide relief to Burnaby taxpayers with consistent utility rates that are significantly lower than the actual increase in cost passed along to the City from Metro Vancouver. The actual Metro Vancouver increases are 7.6% from Greater Vancouver Water District (GVWD) for water services and 28.91% from Great Vancouver Sewerage & Drainage District (GVS&DD) for sewer services.

The proposed 2024 Capital Plan is \$365.3 million and is comprised of many key projects that will serve the residents of Burnaby including the construction of the Burnaby Lake Recreation Complex, Confederation Park Community Centre, Cameron Community Centre & Library, RCMP Facility Redevelopment and more. A list of key projects is included within the 2024 – 2028 Financial Plan Highlights document and the full list of projects is available on the City’s website.

4.0 COMMUNICATIONS AND COMMUNITY ENGAGEMENT

This Financial Plan Highlights document will be made available on the City’s website on November 21, 2023. The public consultation process requesting public comments and feedback is until December 08. Public comments will be provided to Council for consideration. It is anticipated that the final Financial Plan reports will be provided to Council in the late January/February 2024 timeframe.

5.0 FINANCIAL CONSIDERATIONS

As detailed throughout this report.

Respectfully submitted,

Noreen Kassam, Deputy Chief Administrative Officer and Chief Financial Officer

ATTACHMENTS

Attachment 1 – 2024 – 2028 Financial Plan Highlights

REPORT CONTRIBUTORS

This report was prepared by Ratan Grewal, Director Budgets & Reporting and Wilson Kwan, Manager Budgets & Reporting



2024-2028 FINANCIAL PLAN HIGHLIGHTS

CITY OF BURNABY

British Columbia, Canada

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Our Purpose

To create the city that we all want to live in and be in.

Burnaby is located on the ancestral and unceded homelands of the hən̓q̓əmiñəm and Skwxwú7mesh speaking peoples.

Introduction

The purpose of this financial document is to provide Burnaby citizens with highlights of the proposed draft 2024-2028 Financial Plan and an opportunity to express their views on the plan by December 8, 2023. To provide feedback or for additional details, please visit [Burnaby.ca/Financial Plan](https://burnaby.ca/FinancialPlan)

The proposed draft 2024-2028 Financial Plan incorporates a 4.5% property tax increase. This is equivalent to an \$87 increase for an average residential property assessed at approximately \$1.3 million or a \$1,386 increase for a business assessed at approximately \$6.5 million. The plan also includes a 0.0% increase for Waterworks Utility and a 5.0% increase for the Sanitary Sewer Fund.

The City's total draft expenditure budget, which includes both operating and capital activities for 2024, is \$1,039.3 million.

The draft 2024 operating expenses budget is \$674.0 million, which represents the City's ongoing commitment to providing quality services and programs. The property tax increase of 4.5% reflects staff collective agreement increases, employee benefit increases and inflationary impacts on existing programs and services to the public. In addition, this rate increase incorporates the requirements for community safety needs, primarily related to additional funding for Fire Services, RCMP Burnaby Detachment and E-Comm services. Furthermore, the rate increase includes additional requirements for Indigenous Relations and support for unsheltered community members. City Council remains committed to keeping property taxes as low as possible while maintaining and enhancing city services and programs. The 4.5% property tax increase for 2024 slightly exceeds national inflation¹ rate seen in 2023, which has fluctuated between 2.8% and 4.0%. However, many city services and programs are impacted by significant cost escalations. In particular, sectors such as construction materials and services as well as public safety services are seeing cost increases higher than general inflation. Staff are anticipating continued supply chain issues and a difficult labour market, which will continue to put pressure on services and programs. The anticipated growth and densification in Burnaby will also continue to place additional requirements on the City's core services and programs. City staff continue to find innovative ways to mitigate pressures on service and program delivery to Burnaby citizens.

With prudent planning, the City is able to provide a proposed 0.0% increase for water services and a proposed 5.0% increase for sewer services for 2024. Water and sewer increases are heavily dictated by Metro Vancouver which provides water and sewer services to the region. The projected 2024 cost increases to be passed to the City of Burnaby by Metro Vancouver is 7.6% for water services and 28.9% for sewer services. The City has been able to manage the Metro Vancouver water increase through utilization of reserves. In addition, although the increase passed along by Metro Vancouver for sewer services is significant, the City was able to minimize the burden to taxpayers through the use of reserves. These actions have helped to ease the overall tax increases to Burnaby citizens.

The capital funding allocated to transportation, major civic buildings, development, infrastructure, community safety and recreational facilities in the proposed draft 2024-2028 Financial Plan is \$365.3 million for the 2024 fiscal year, representing 35.0% of the consolidated budget. As a result of Burnaby's favourable financial position, the City is able to manage and fund capital projects through its Capital Reserve Funds and Reserves, without having to incur any debt.

In accordance with the Community Charter, the City must present a balanced Five-Year Financial Plan. Therefore, projected property tax increases for 2025 through 2028 have been provided and will be revisited annually. Throughout the year and during the budget cycle, Council and staff seek for opportunities and efficiencies to minimize the tax rate impact for the current and future years. For 2025 through 2028, the Financial Plan incorporates a projected property tax increase of approximately 7.0% per year.

The future year projections take into account the operations of new or expanded facilities such as the Burnaby Lake Recreation Complex, Cameron Community Centre and Library, and Brentwood Community Centre, along with other major projects. In addition, future year projections include assumptions on various economic factors and associated services, programming requirements, and continued community safety needs.

The proposed draft 2024-2028 Financial Plan is developed in alignment with the City's Strategic Plan, and guided by the direction and standards established by Council, and the requirements of our community through public engagement.

¹Bank of Canada: Monetary Policy Report October 2023

Budget Timeline

2023

May-August

Departments compile their Five-Year Financial Plan requirements

September-October

- » The Five-Year Financial Plan is constructed at a detailed level
- » Senior Management conducts a full review of the 2024-2028 Financial Plan

2023-2024

December-February

- » Council reviews public feedback
- » Council approves/adopts the 2024-2028 Financial Plan and Bylaw
- » 2024 Tax Rate Bylaw is prepared for Council adoption in May

November

Public Consultation process for the draft Five-Year Financial Plan

October

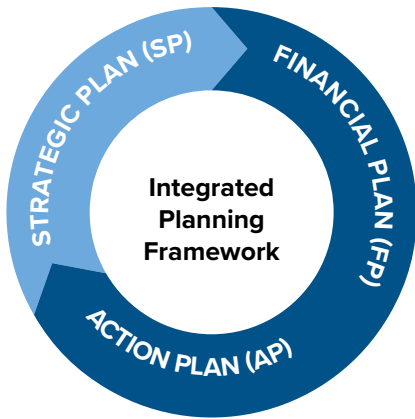
Senior Management presents draft 2024-2028 Financial Plan to Council

We are here



Cherry blossoms at Metrotown

Strategies that Influence the Budget



Integrated Planning Framework

The City of Burnaby utilizes an integrated planning framework as the foundation for coordinating and advancing activities in support of its overall vision.

The framework, comprised of three separate and complementary planning processes, results in a set of integrated plans that guide City actions and decisions. The Strategic Plan (SP), the Financial Plan (FP) and the Action Plan (AP) establish the principles that drive the delivery of services, building on optimal strategies and activities to advance implementation of the overall vision and goals of the City.

Burnaby Strategic Plan

The City of Burnaby’s Purpose is to create the city that we all want to live and be in. The Strategic Plan (SP) is founded upon and guided by the goals that the City has established through a series of forward-thinking, long-term plans, including Council’s adopted trilogy of sustainability strategies (social, environmental and economic), the Official Community Plan and other City policies that establish the planning and resource context for our work.

Through the SP, the City has articulated its core values of **Community, Integrity, Respect, Innovation** and **Passion**. These values describe how we do our work, and are the principles that guide our actions and decisions.

The City’s long term goals are:

PEOPLE

Empower happy, engaged and committed staff

We hire, develop and support staff to connect to our purpose and values. Our people have the tools and skills to do high-quality work, and the confidence and trust to work together, take risks, and dream big.

CUSTOMERS

Provide industry-leading and innovative customer experience

We find new ways to make it easier for residents and businesses to get things done. We remove barriers, listen to internal and external customers and make each interaction a positive experience.

COMMUNITY

Create vibrant communities

We build communities that inspire people to live their best lives. We build a city that is sustainable, inclusive and livable.

Financial Policies

When compiling the City of Burnaby's Five-Year Financial Plan, the following policies are used as a framework to ensure proper fiscal accountability, long-term sustainability, and stewardship over the City's funds:

Balanced Five-Year Budget

In compliance with Section 165 of the Community Charter, the City's Five-Year Financial Plan must be balanced.

The total of proposed expenditures and transfers to other funds for a year must not exceed the total of proposed funding sources and transfers from other funds for the year.

Public Consultation

The City's Five-Year Financial Plan must be available for public consultation prior to the plan being adopted.

Basis of Budgeting

The budget is prepared using the accrual method of accounting. This is consistent with Public Sector Accounting Board (PSAB) requirements.

Tangible Capital Asset Policy

Tangible capital assets are also budgeted according to PSAB standards.

Asset Management Plans

The City's Asset Management Plans (AMPs) guide staff in managing infrastructure effectively and efficiently.

Debt Management

Strong capital Reserve Funds and Reserves levels are critical in achieving community goals and provide Council the financial flexibility and leverage to sustain and improve the City's civic infrastructure requirements allowing the City to remain debt free.

Investment Income Guidelines

City investments are represented by a single investment portfolio with longer term investments focusing on safety, social responsibility, liquidity and a fair market yield.

Internal Carbon Pricing Policy

Burnaby's Internal carbon price has been set at \$150/tonne of Carbon dioxide equivalent (CO₂e) for 2024 to align with Metro Vancouver's carbon price. The carbon price is used to aid in decision making.

Tax Rate Summary

The increase in the budgeted property taxes to fund municipal services in 2024 is \$18.7 million, which represents a budget increase of 4.5% in property tax rates for each property class. Included in the total figure for property taxes, the City expects to receive approximately \$4.0 million in new taxation in 2024, as a result of net new properties.

In addition, the City is proposing a 0.0% increase to the Waterworks Utility rates and 5.0% increase to the Sanitary Sewer Fund rates. In 2024, it is important to note that the property tax bill sent to Burnaby homeowners also includes property taxation from other taxing authorities, such as Metro Vancouver, TransLink, BC Assessment and others. The information provided in this document does not include taxation collected for other taxing authorities.

Tax and Utility Rate Summary

	2023 Financial Plan	2024 Financial Plan
Property Tax	3.99%	4.50%
Waterworks Utility	2.0%	0.0%
Sanitary Sewer Fund	2.0%	5.0%

The City has nine Property Tax Classes which are shown in the following table:

Total Municipal Tax Levy by Class

Property Type	Class	Total Tax Levy 2022 Actual (\$)	Total Tax Levy 2023 Plan (\$)	Total Tax Levy 2024 Plan (\$)
Residential	1	155,918,174	165,352,500	176,588,200
Utilities	2	6,590,457	7,863,900	8,335,200
Supportive Housing	3	-	-	-
Major Industry	4	8,579,595	9,446,800	9,211,100
Light Industry	5	17,599,214	18,104,900	18,891,100
Business	6	121,726,067	127,126,400	133,611,300
Managed Forest Land	7	-	-	-
Recreation	8	58,559	64,200	68,800
Farm	9	7,469	7,500	7,900
Total		310,479,535	327,966,200	346,713,600

Note: Total Tax Levy excludes impact from assessment appeals.

Average Single Family Dwelling



How the \$4,441 is spent

The average cost of municipal property taxes and utilities for a Single Family Home valued at \$2,063,453 in 2024 is \$4,441, excluding collections on behalf of other government agencies.

	2023 (\$)	2024 (\$)
AVERAGE SINGLE FAMILY DWELLING VALUE*	1,991,503	2,063,453
UTILITIES (DISCOUNTED RATES)		
Water Fees	620	620
Sewer Parcel Tax	586	616
Garbage Fees (180 litre)	124	135
Utility Bill Subtotal (billed in February)	1,330	1,371
PROPERTY TAX		
General Government & Other Services**	416	441
Community Safety Services	1,188	1,277
Engineering Services	488	479
Parks, Recreation & Culture Services	822	873
Property Tax Subtotal (billed in May)	2,914	3,070
Total Collection for City Services	4,244	4,441

* Based on the Preview Roll for 2024. Data may be adjusted based on the revised BC Assessment information.

** General Government includes: Administration, People and Culture, Information Technology, Corporate Services and Finance. Other Services includes: Lands and Facilities as well as Planning and Development.

Average Strata/Multi-Family Dwelling



How the \$1,834 is spent

The average cost of municipal property taxes and utilities for a Strata/Multi-Family Unit valued at \$769,520 in 2024 is \$1,834, excluding collections on behalf of other government agencies.

	2023 (\$)	2024 (\$)
AVERAGE STRATA / MULTI FAMILY DWELLING VALUE (EXCLUDING DUPLEX / TWIN FAMILY)*	\$755,593	\$769,520
UTILITIES (DISCOUNTED RATES)**		
Water Fees	356	356
Sewer Use Fees	317	333
Utility Bill Subtotal (billed in February)	673	689
PROPERTY TAX		
General Government & Other Services***	158	165
Community Safety Services	451	476
Engineering Services	185	178
Parks, Recreation & Culture Services	312	326
Property Tax Subtotal (billed in May)	1,106	1,145
Total Collection for City Services	1,779	1,834

* Based on the Preview Roll for 2024. Data may be adjusted based on the revised BC Assessment information.

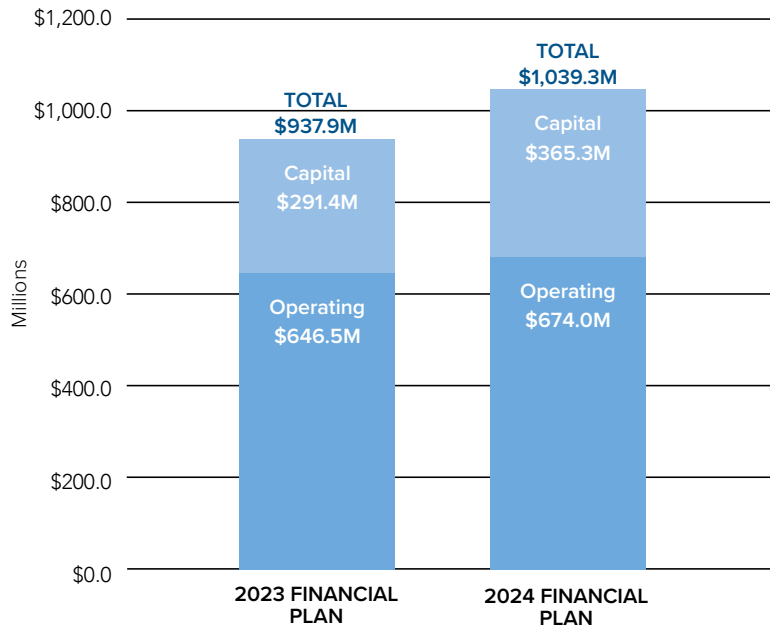
** Sewer Parcel tax not shown in above as the amount varies depending on the number of strata units.

*** General Government includes: Administration, People and Culture, Information Technology, Corporate Services and Finance. Other Services includes Lands and Facilities as well as Planning and Development.

Financial Plan Summary

As per the Community Charter, the City is required to have a balanced budget. The following pages outline the costs of services and programs provided by the City and the sources of funds.

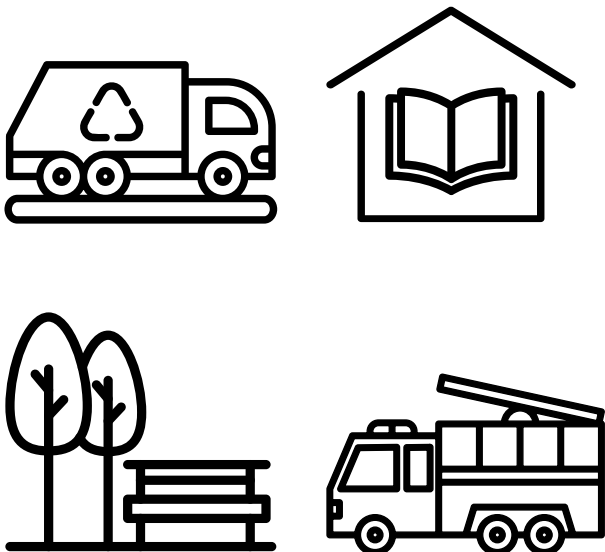
Financial Plan Expenditure Summary



Municipal Services Delivered

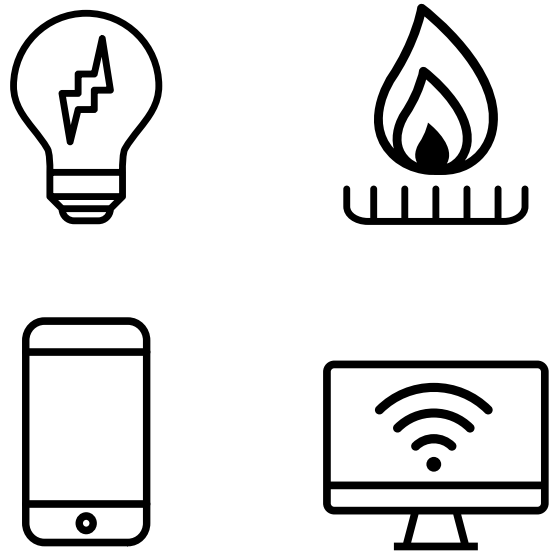
The City of Burnaby provides many important services that directly affect the daily lives of residents, including police and fire protection, water utilities, garbage collection, and parks and recreational facilities. In comparison to other household expenses such as natural gas, electricity, cable/internet and phone services, the value derived from the services offered by the City of Burnaby demonstrates a high level of cost efficiency.

\$115 per month covers Burnaby municipal services (garbage collection, public safety, library, parks and recreation).

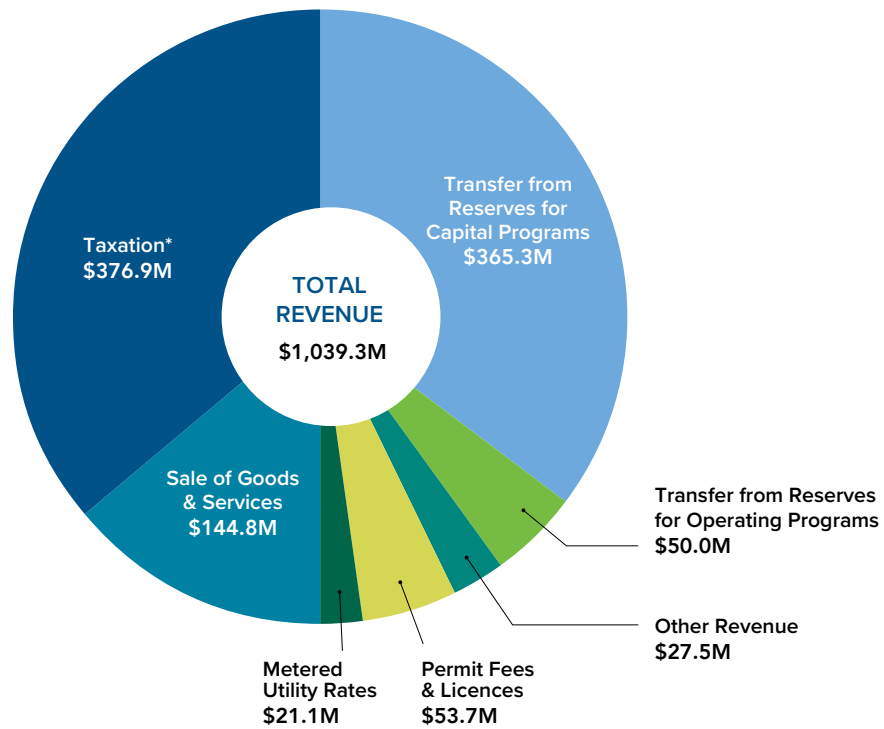


VS

\$340 per month covers estimated household costs such as natural gas, electricity, phone, and cable/internet.

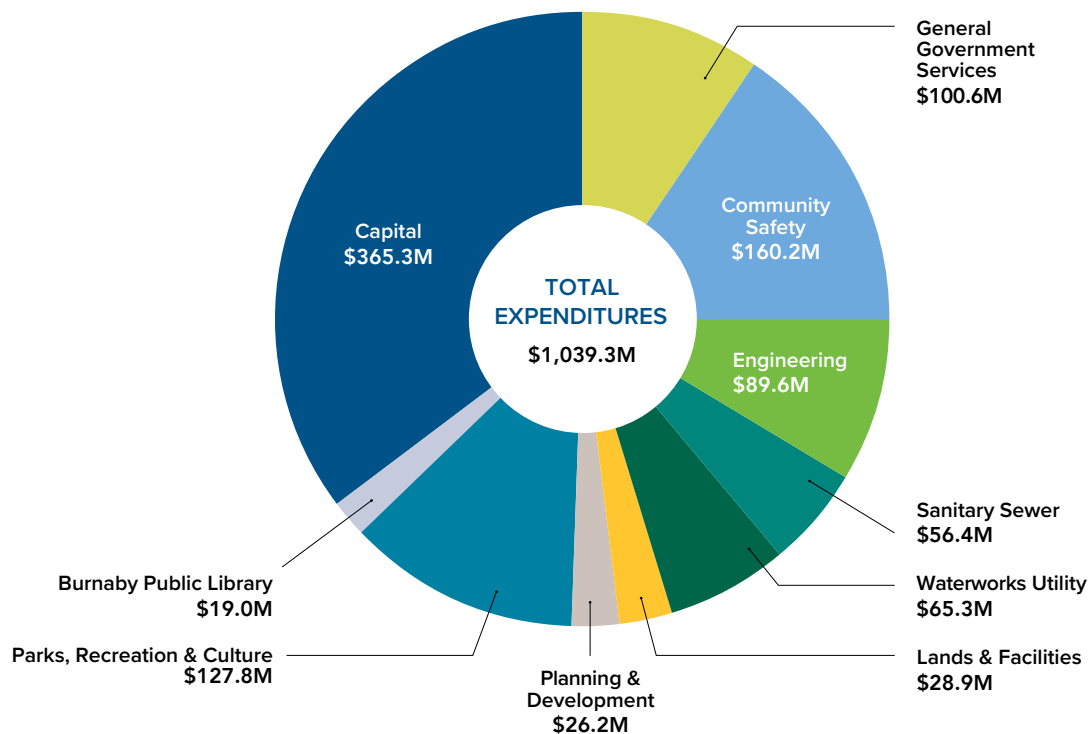


Where the Money Comes From | Consolidated (in millions)



* Taxation includes property tax (net of assessment appeals), sanitary sewer parcel tax, grants in-lieu of taxes, utility industry tax and local improvement levies.

Where the Money Goes | Consolidated (in millions)



Operating Plan Summary

The City's draft 2024 Operating Plan of \$674.0 million includes budgeted operating expenses from the City's General Revenue Fund, Waterworks Utility and Sanitary Sewer Fund.

The General Revenue Fund includes a proposed 2024 property tax increase of 4.5%, after allowing for an estimated new property tax growth of \$4.0 million. The property tax rate increase accounts for the RCMP contract, E-Comm services requirements, collective agreement wage increases for Canadian Union of Public Employees (CUPE) and Fire staff and other inflationary increases associated with core services and programs.

Both the Waterworks Utility and the Sanitary Sewer Fund are self-sustaining and debt-free; utility tax rate increases do not impact property taxation. Both utilities provide funding for infrastructure replacements and enhancements along with ongoing maintenance and operations for the City's water supply and sewer system. Most of these utility operating costs are driven by the Greater Vancouver Water District (GVWD) for providing the water supply to the City and the Greater Vancouver Sewage and Drainage District (GVS & DD) for sanitary sewer treatment. Both GVWD and GVS & DD are managed by Metro Vancouver.

The 2024 proposed rate increases of 0.0% for the Waterworks Utility and 5.0% for the Sanitary Sewer Fund are primarily driven by Metro Vancouver. As mentioned in the Introduction, the City is able to manage the increase from Metro Vancouver through the use of reserves. The substantial rate increases by Metro Vancouver outlined in its five-year plan are primarily related to major water and sewer infrastructure projects. From 2025 to 2028, the City's utility rates will be heavily affected by the increases determined by Metro Vancouver. Similar to 2024, the City aims to utilize reserves in future years to help absorb some of the significant impacts on Burnaby citizens.

The following section will also include information on future years where estimates are based on current assumptions. As a result, these figures may become increasingly inaccurate over time due to various economic factors from year to year. However, future year estimates are an indication of City priorities, along with new and expanded facilities, community safety requirements and inflationary impacts. During each budget cycle, City Council and staff will look to review key financial and service level factors to maintain stable tax rates while ensuring Burnaby citizens are receiving high-quality services and programs.

Operating Budget

Revenues

Total \$674.0 Million

51.3% Property Tax Levy
(Net of Assessment Appeals),
\$345.8M

Property taxation accounts for a majority of the revenues. This amount is net of assessment appeals (\$1.0M).

8.0% Permit Fees &
Licences, \$53.7M

Permits Fees and Licences revenue, consisting primarily of building inspection revenue.

4.1% Other Revenue,
\$27.4M

Examples of other revenues consists of Investment Income, and External Grants (provincial/federal).

1.0% Grants In Lieu of
Taxes, \$6.9M

Tax collected from provincial and federal governments and their associated agencies.

0.6% Utility Industry Tax
& Local Improvement Levies,
\$3.9M

Consists of the revenue collected from various third party utility corporations.

21.5% Sale of Goods &
Services, \$144.8M

Consists of user fees for recreational programs, flat water and sewer use, parking revenue and rental/lease revenue.

7.4% Transfer from
Reserves, \$50.0M

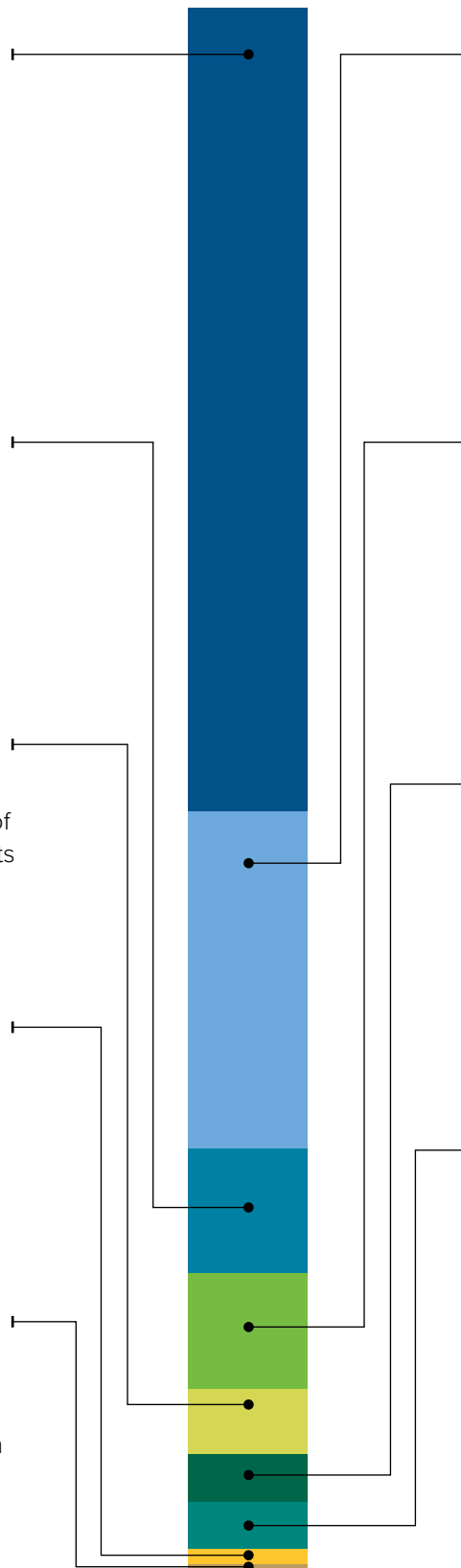
Provision for one-time initiatives and Council priorities.

3.1% Metered Utility Rates,
\$21.1M

Collected by the City to largely cover Greater Vancouver Water District (GVWD) costs.

3.0% Sanitary Sewer
Parcel Tax, \$20.4M

Collected by the City to largely cover Greater Vancouver Sewer and District Drainage (GVS & DD) costs.



Operating Budget Expenses

Total \$674.0 Million

19.0% Parks, Recreation & Culture, \$127.8M

Parks, Recreation & Culture manage over 5,400 acres of parkland and deliver programs that provide citizens an opportunity to participate in cultural and recreational activities in their community.

13.3% Engineering, \$89.6M

Public Works accounts for 9.4% of expenses providing services which include the maintenance of City streets, lighting and signage, and environmental services. The remainder are made up of Solid Waste, the City's garbage collection and recycling program at 3.9%.

9.5% Burnaby Fire Department, \$64.2M

The Burnaby Fire Department delivers programs that provide for the safety of the lives and property of our citizens.

3.9% Planning & Development, \$26.2M

Provides the foundation for land use management and development in Burnaby, ensures compliance with the BC Building Code and assisting with the City's affordable housing initiatives.

2.8% Burnaby Public Library, \$19.0M

Provides library services from four branches located throughout the City.

14.9% General Government, \$100.5M

General Government services provide for the overall administrative and strategic support of City operations.

12.8% RCMP Burnaby Detachment, \$86.1M

RCMP Burnaby Detachment delivers program that provide for the safety of the lives and property of our citizens.

9.7% Waterworks Utility, \$65.3M

Waterworks Utility provides ongoing maintenance and enhancement activities for Burnaby's water supply.

8.3% Sanitary Sewer, \$56.4M

Sanitary Sewer provides ongoing maintenance and enhancement activities for Burnaby's Sanitary Sewer system.

4.3% Lands & Facilities, \$28.9M

Provides property-related services to the City, including planning, acquiring, selling, leasing, building, maintaining and managing City's lands, properties, facilities and civic projects.

1.5% Community Safety Administration and Business Licence & Bylaw Services, \$10.0M

Provides overall administrative and strategic support for RCMP Burnaby Detachment and Burnaby Fire Department. In addition, this division provides licencing and bylaw services to businesses and citizens.



Distribution of Property Taxation by Department

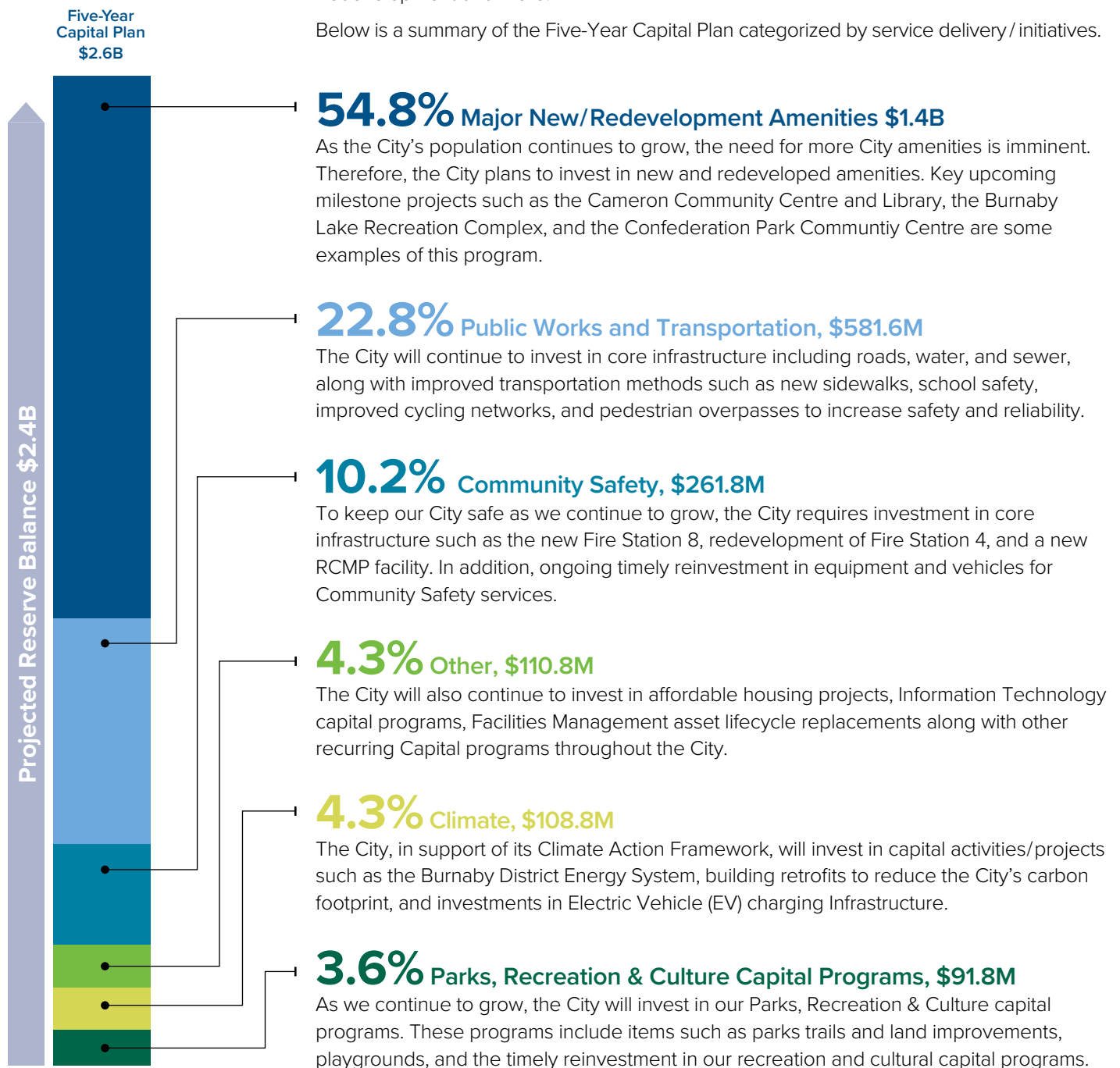
	2022 Actuals (\$)	2023 Plan (\$)	2024 Plan (\$)	2025 Plan (\$)	2026 Plan (\$)	2027 Plan (\$)	2028 Plan (\$)
General Government Services							
Administration	20,501,460	(17,269,300)	(20,226,800)	(19,704,700)	(6,172,000)	3,373,800	20,408,200
People & Culture	5,539,360	5,856,500	7,881,200	9,239,500	9,552,300	9,874,000	10,204,700
Information Technology	28,178,545	30,359,500	32,191,800	36,497,500	37,748,800	39,009,900	40,248,900
Corporate Services	9,893,593	10,707,800	10,950,100	11,956,600	12,365,900	12,786,800	13,219,300
Finance	12,136,941	13,176,900	15,694,200	17,033,200	17,965,100	18,595,200	19,232,900
Total General Government Services	76,249,899	42,831,400	46,490,500	55,022,100	71,460,100	83,639,700	103,314,000
Community Safety							
Administration, Business Licence & Bylaw Services	103,726	148,700	1,748,800	1,990,900	2,253,900	2,359,800	2,468,600
Burnaby Fire	51,133,851	54,344,300	60,111,300	64,092,900	66,808,500	69,465,400	71,831,800
RCMP Burnaby Detachment	67,433,704	78,601,700	82,352,900	88,116,500	92,489,800	97,669,500	102,212,300
Total Community Safety	118,671,281	133,094,700	144,213,000	154,200,300	161,552,200	169,494,700	176,512,700
Engineering	50,583,316	54,719,700	54,049,200	56,559,600	58,248,500	60,608,800	63,238,200
Lands & Facilities	11,888,303	12,920,100	13,995,000	15,512,400	16,105,400	16,910,600	17,384,600
Planning & Development	(30,717,140)	(7,643,300)	(10,659,400)	(10,285,800)	(9,970,700)	(9,853,300)	(10,042,800)
Parks, Recreation & Culture	68,695,753	75,797,400	81,175,500	85,443,700	88,406,100	96,558,600	100,853,200
Burnaby Public Library	15,108,122	16,246,200	17,449,800	18,531,300	19,430,900	20,239,700	20,970,800
Property Taxation for City Services	310,479,534	327,966,200	346,713,600	374,983,600	405,232,500	437,598,800	472,230,700
Property Taxation Impact (%)	2.95%	3.99%	4.50%	7.00%	7.00%	7.00%	7.00%

For further operating budget details, please visit [Burnaby.ca/FinancialPlan](https://burnaby.ca/FinancialPlan).

Capital Plan

At historic cost, the City's assets are valued at \$4.5 billion. The City's Capital Plan provides information about planned capital investment in assets to provide new and replacement facilities, and other City infrastructure, and outlines how these investments will be funded. Currently the City is planning to invest \$2.6 billion in the draft 2024-2028 Capital Plan which will be funded from the City's reserves and reserve funds. The current projected reserve balances at the end of 2023 are estimated to be approximately \$2.4 billion overall. This financial position allows the City to avoid incurring debt when completing the capital program and demonstrates that the capital reserve balance has been allocated. City staff are continuously monitoring reserves and reserve funds to ensure there is adequate financing available. A significant portion of the reserve balance is comprised of contributions from developers into the City's Community Benefit Bonus Reserve. The City's Community Benefit Bonus Capital Program has many milestone projects in progress and planned for the coming years, such as Burnaby Lake Recreation Complex, Confederation Park Community Centre, Cameron Community Centre and Library, RCMP Facility Redevelopment and more.

Below is a summary of the Five-Year Capital Plan categorized by service delivery / initiatives.



54.8% Major New/Redevelopment Amenities \$1.4B

As the City's population continues to grow, the need for more City amenities is imminent. Therefore, the City plans to invest in new and redeveloped amenities. Key upcoming milestone projects such as the Cameron Community Centre and Library, the Burnaby Lake Recreation Complex, and the Confederation Park Community Centre are some examples of this program.

22.8% Public Works and Transportation, \$581.6M

The City will continue to invest in core infrastructure including roads, water, and sewer, along with improved transportation methods such as new sidewalks, school safety, improved cycling networks, and pedestrian overpasses to increase safety and reliability.

10.2% Community Safety, \$261.8M

To keep our City safe as we continue to grow, the City requires investment in core infrastructure such as the new Fire Station 8, redevelopment of Fire Station 4, and a new RCMP facility. In addition, ongoing timely reinvestment in equipment and vehicles for Community Safety services.

4.3% Other, \$110.8M

The City will also continue to invest in affordable housing projects, Information Technology capital programs, Facilities Management asset lifecycle replacements along with other recurring Capital programs throughout the City.

4.3% Climate, \$108.8M

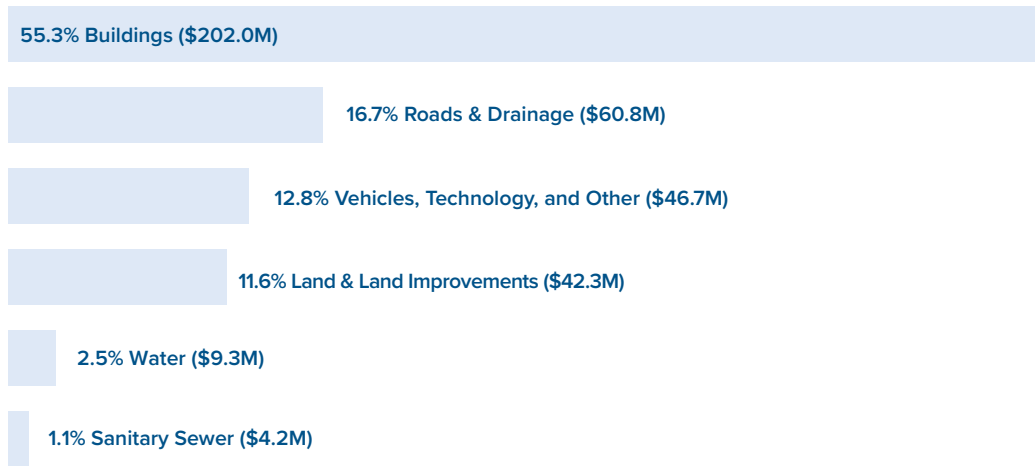
The City, in support of its Climate Action Framework, will invest in capital activities/projects such as the Burnaby District Energy System, building retrofits to reduce the City's carbon footprint, and investments in Electric Vehicle (EV) charging Infrastructure.

3.6% Parks, Recreation & Culture Capital Programs, \$91.8M

As we continue to grow, the City will invest in our Parks, Recreation & Culture capital programs. These programs include items such as parks trails and land improvements, playgrounds, and the timely reinvestment in our recreation and cultural capital programs.

Further details on key projects are highlighted in this document and the full 2024-2028 Capital Program is available on the City’s website. The following charts provide a summary of the value of the capital program investment by asset type and funding source.

2024 Capital Program Investment (By Asset Type)

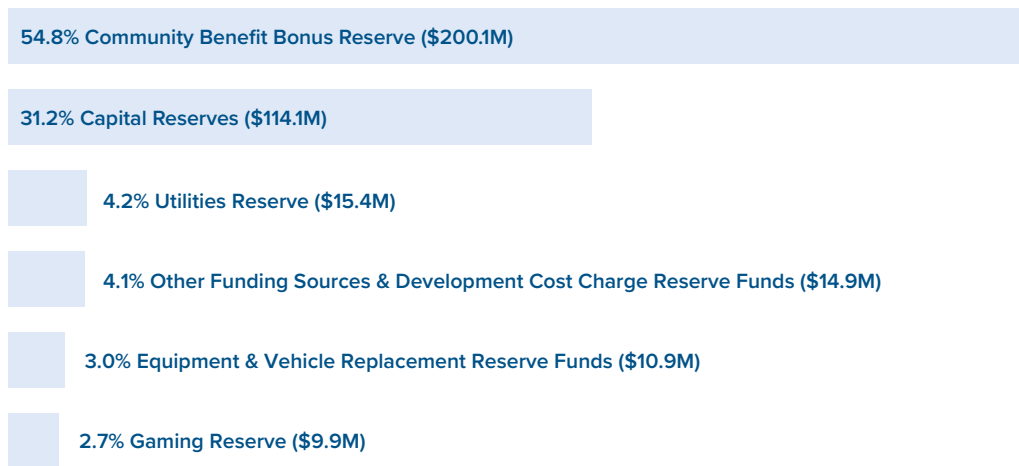


2024 Capital Program Investment by Asset Type Total \$365.3 million

The Capital Plan represents the costs of purchasing, constructing, improving and replacing City infrastructure. The City is planning to invest \$365.3 million in 2024. Of this, \$202.0 million (55.3%) will be spent on municipal/community buildings; \$74.3 million (20.3%) will be spent on infrastructure including roads, water and sewer; \$46.7 million (12.8%) will be spent on vehicles and equipment; and \$42.3 million (11.6%) will be spent on acquiring land (including parkland) and land improvements. The operating impact of this work has been incorporated where appropriate within the Five-Year Operating Plan.

2024 Capital Program Investment (By Funding Source)

There are various sources of funding used to finance the capital projects identified in the City’s Five-Year Capital Plan.



2024 Capital Program Investment by Funding Source Total \$365.3 million

The Capital Plan is funded by six main sources of funding. In 2024, the City is planning to fund \$365.3 million of capital expenditures as follows: \$200.1 million (54.8%) will be funded by the Community Benefit Bonus Reserve; \$114.1 million (31.2%) will be funded by capital reserves (Corporate and Tax Sale Land and Capital Works Financing Reserve Funds); \$15.4 million (4.2%) will be funded by Utility Reserves; \$10.9 million (3.0%) will be funded by the Equipment and Vehicle Replacement Reserve Funds; \$9.9M (2.7%) will be funded by the Gaming Reserve; and \$14.9 million (4.1%) will be funded from other sources (external federal and provincial funding).

Five-Year Capital Plan Expenditures

	2024 Plan (\$)	2025 Plan (\$)	2026 Plan (\$)	2027 Plan (\$)	2028 Plan (\$)	2024-2028 Total Plan (\$)
General Government Services						
Corporate Services	90,500	45,000	58,000	-	-	193,500
Information Technology	9,809,300	11,444,200	9,253,200	7,582,300	2,806,200	40,895,200
Corporate Capital Contingency	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	30,000,000
General Government Services Total	15,899,800	17,489,200	15,311,200	13,582,300	8,806,200	71,088,700
Community Safety						
Burnaby Fire Department	10,496,000	10,359,000	20,473,000	7,970,000	1,681,000	50,979,000
RCMP Burnaby Detachment	307,000	110,000	-	80,000	-	497,000
Risk Management & Emergency Planning	684,600	100,000	100,000	100,000	100,000	1,084,600
Community Safety Total	11,487,600	10,569,000	20,573,000	8,150,000	1,781,000	52,560,600
Engineering						
Infrastructure	50,450,000	59,325,000	68,425,000	80,541,500	84,350,000	343,091,500
Public Works	2,050,000	500,000	-	-	-	2,550,000
Strategic Projects	620,000	500,000	1,500,000	-	-	2,620,000
Transportation	26,250,000	43,400,000	41,900,000	37,300,000	37,000,000	185,850,000
Vehicles & Equipment	8,894,300	8,143,500	9,720,000	12,372,000	10,261,000	49,390,800
Engineering Total	88,264,300	111,868,500	121,545,000	130,213,500	131,611,000	583,502,300
Lands & Facilities						
Civic Projects	188,525,700	365,114,200	456,844,900	416,181,100	195,333,900	1,621,999,800
Facilities Management	17,164,000	13,115,000	13,810,000	14,471,000	14,910,000	73,470,000
Realty & Lands	7,000,000	7,000,000	7,000,000	7,000,000	7,000,000	35,000,000
Lands & Facilities Total	212,689,700	385,229,200	477,654,900	437,652,100	217,243,900	1,730,469,800
Planning & Development						
General Civic Projects	525,000	100,000	100,000	-	-	725,000
Land Development	7,738,900	11,873,900	-	-	-	19,612,800
Planning & Development Total	8,263,900	11,973,900	100,000	-	-	20,337,800
Parks, Recreation & Culture						
Cultural Facilities	2,810,000	2,985,000	265,000	225,000	225,000	6,510,000
Golf Facilities	1,035,000	960,000	1,275,000	345,000	575,000	4,190,000
Park Facilities	17,295,000	18,205,000	6,400,000	5,150,000	4,800,000	51,850,000
Property Acquisitions	-	2,000,000	-	-	-	2,000,000
Recreation Facilities	1,530,000	1,080,000	905,000	880,000	905,000	5,300,000
Vehicles & Equipment	3,990,000	3,310,000	3,370,000	2,915,000	4,015,000	17,600,000
Parks, Recreation & Culture Total	26,660,000	28,540,000	12,215,000	9,515,000	10,520,000	87,450,000
Burnaby Public Library						
Burnaby Public Library	2,070,000	1,671,100	1,724,000	2,504,000	1,745,400	9,714,500
Burnaby Public Library Total	2,070,000	1,671,100	1,724,000	2,504,000	1,745,400	9,714,500
Capital Expenditures Total	365,335,300	567,340,900	649,123,100	601,616,900	371,707,500	2,555,123,700

Funding Sources

	2024 Plan (\$)	2025 Plan (\$)	2026 Plan (\$)	2027 Plan (\$)	2028 Plan (\$)	2024-2028 Total Plan (\$)
Corporate & Tax Sale Land Reserve Fund	9,075,000	12,050,000	16,050,000	17,050,000	7,050,000	61,275,000
Capital Asset Works Financing Reserve Fund	103,388,100	90,875,100	79,032,200	88,495,700	92,066,600	453,857,700
Local Improvement Reserve Fund	93,000	60,000	60,000	60,000	60,000	333,000
Development Cost Charge Reserve Funds	-	2,000,000	-	-	-	2,000,000
Sanitary Sewer Fund Capital Reserve	5,392,000	5,961,000	14,461,000	14,037,500	5,261,000	45,112,500
Waterworks Utility Capital Reserve	10,070,000	10,995,000	16,180,000	17,130,000	19,895,000	74,270,000
Equipment & Vehicle Replacement Reserve Funds	12,469,700	14,599,000	21,785,000	21,508,000	13,796,000	84,157,700
Gaming Reserve	9,903,000	4,960,000	4,560,000	3,700,000	8,845,000	31,968,000
Community Benefit Bonus Reserve	200,100,400	407,038,100	465,461,300	421,913,800	217,033,900	1,711,547,500
Private Funds	400,000	200,000	500,000	1,500,000	1,400,000	4,000,000
TransLink Grants	3,482,200	6,878,000	15,053,600	12,643,900	6,300,000	44,357,700
Provincial Grants	4,270,300	424,700	-	-	-	4,695,000
Federal Grants	491,600	-	5,730,000	2,544,000	-	8,765,600
Growing Communities Reserve Fund	6,200,000	11,300,000	10,250,000	1,034,000	-	28,784,000
Total	365,335,300	567,340,900	649,123,100	601,616,900	371,707,500	2,555,123,700



An image rendering of Cameron Community Center and Library

Capital Highlights

The information provided in this section highlights some of the key capital projects that are included within the Five-Year Capital Plan. For a full list of capital projects, please visit Burnaby.ca/FinancialPlan

Capital Highlights	2024 Plan (\$)	2025 Plan (\$)	2026 Plan (\$)	2027 Plan (\$)	2028 Plan (\$)	2024-2028 Total (\$)
General Government Services						
Next Gen 911 Deployment & Phone System Upgrade	1,190,000	350,200	-	-	-	1,540,200
Lands & Facilities						
RCMP Facility Redevelopment	10,500,000	65,500,000	67,000,000	50,000,000	-	193,000,000
Cameron Community Centre & Library	61,563,700	79,344,900	75,844,900	44,181,100	-	260,934,600
Confederation Park Community Centre	10,100,000	70,000,000	80,000,000	78,000,000	-	238,100,000
Rowan Child Care	8,800,000	-	-	-	-	8,800,000
Burnaby Animal Shelter	5,000,000	5,400,000	1,000,000	-	-	11,400,000
Engineering						
Marine Drive Upgrade	6,000,000	5,000,000	10,000,000	2,000,000	1,000,000	24,000,000
Sidewalk Expansion Program	5,000,000	2,000,000	-	-	-	7,000,000
Burnaby Lake Overpass	3,000,000	9,500,000	6,500,000	-	-	19,000,000
Parks, Recreation & Culture						
Burnaby Mountain Air Bike Skills Course Redevelopment	300,000	4,000,000	-	-	-	4,300,000



Lands and Facilities

2024-2027 Plan

RCMP Facility Redevelopment **\$193,000,000**

As part of the Lands and Facilities Capital Plan, the City of Burnaby is committed to replacing the current RCMP Burnaby Detachment due to inadequate space for the existing members and staff as well as the expected growth for the foreseeable future as determined by a space needs study. The City's vision is to create vibrant communities by sustaining the best quality of life. Public security and law enforcement are key to achieving that goal. A feasibility study has also been conducted to address the present and foreseeable future needs of the RCMP Burnaby Detachment, necessitating the construction of a replacement facility.

2024-2027 Plan

Cameron Community Centre and Library **\$260,934,600**

The new Cameron Community Centre and Library will be developed on the existing site within Cameron Park in the Lougheed Town Center. The design includes a new community pool, gymnasium space, exercise rooms, multi-purpose meeting rooms and an expanded library. The three-storey building will be embedded into the slope on the site of the existing Cameron Recreation Complex and Library with a pedestrian-only civic plaza fronting Cameron Street. It will make extensive use of mass timber, with a green roof and solar photovoltaic system.

2024-2027 Plan

Confederation Park Community Centre **\$238,100,000**

The design connects the new Confederation Park Community Centre to the existing Eileen Dailly Pool building and will have an outdoor plaza connecting to McGill Public Library. This will create a cohesive campus on the site and emphasize a strong connection to Confederation Park. The finalized design includes two gymnasiums, an expanded fitness center, youth and seniors-focused program rooms, and multi-purpose space. Temporary programming is being accommodated and once in place, construction of this new facility is expected to begin in the second quarter of 2024, and the facility will open to the public in 2027.

2024 Plan

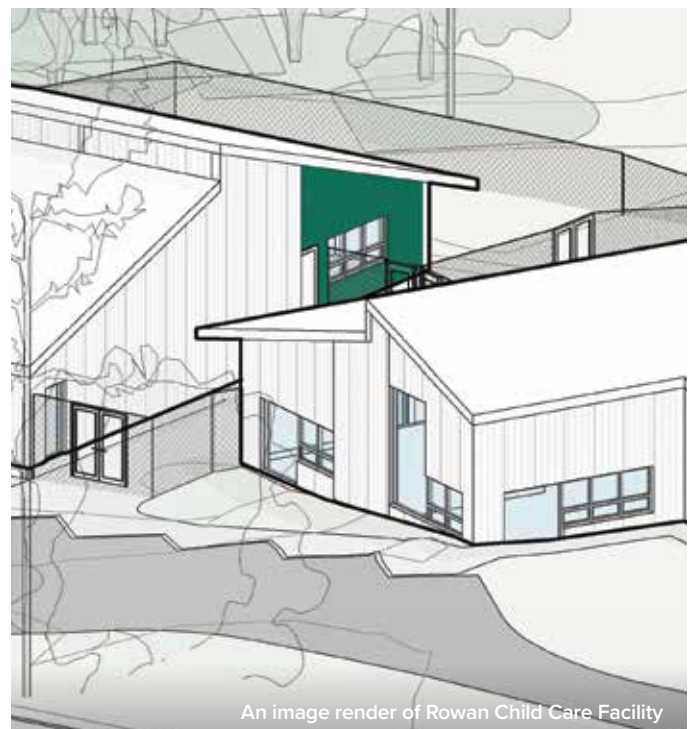
Rowan Child Care Facilities - Deer Lake Area **\$8,800,000**

The new child care facility will be built at the intersection of Rowan Avenue and Deer Lake Avenue. It has been designed as two buildings to accommodate 74 childcare spaces, including two infant/toddler (0-36 months) and two preschool (3-5 years) programs. The buildings will be light timber wood frames with flat trusses and engineered wood beam roof systems. Roof-mounted solar photovoltaic panels will be installed as part of the project. The new facility is expected to be open to the public in early 2025.

2024-2026 Plan

Burnaby Animal Shelter **\$11,400,000**

This project encompasses the planning and construction of a new animal control facility. The current facility requires upgrade and modernization to accommodate future growth requirements.



An image render of Rowan Child Care Facility

Information Technology

2024-2025 Plan

Citizen Services: Fire Program

**Next Gen 911 Deployment and Phone System Upgrade
\$1,540,200**

Information Technology has embarked on a holistic upgrade for fire systems modernization. The modernization includes updates to the dispatch systems, reporting tools that will help identify trends and support preventative measures on fire remediation, recording systems for emergency dispatch and radio utilization. Additionally, as part of this project, Information Technology will help prepare the City to implement the new next-generation 9-1-1 system, which will be based on digital connectivity rather than analog, as mandated by the Canadian Radio-television and Telecommunications Commission.

Parks, Recreation and Culture

2024-2025 Plan

**Burnaby Mountain Air Bike Skills Course Redevelopment
\$4,300,000**

The Mountain Air Bike Skills course, originally opened in 2008, is reaching the final design for complete redevelopment to become a first-class destination for our biking community. The design was based on a public engagement plan, hearing from residents, mountain bikers, Bicycle Motocross (BMX) riders, and park visitors of all ages with a goal of creating a safe, healthy and dynamic public facility.

Redevelopment plans include a new BMX jump area, a flow trail section with different lines accommodating beginners to advanced riders, a jump line section with progressive challenges, a pump track for beginners to learn flow with momentum, gathering spaces for socialization, photo vantage points and a maintenance station.



An image rendering of Cameron Community Center and Library

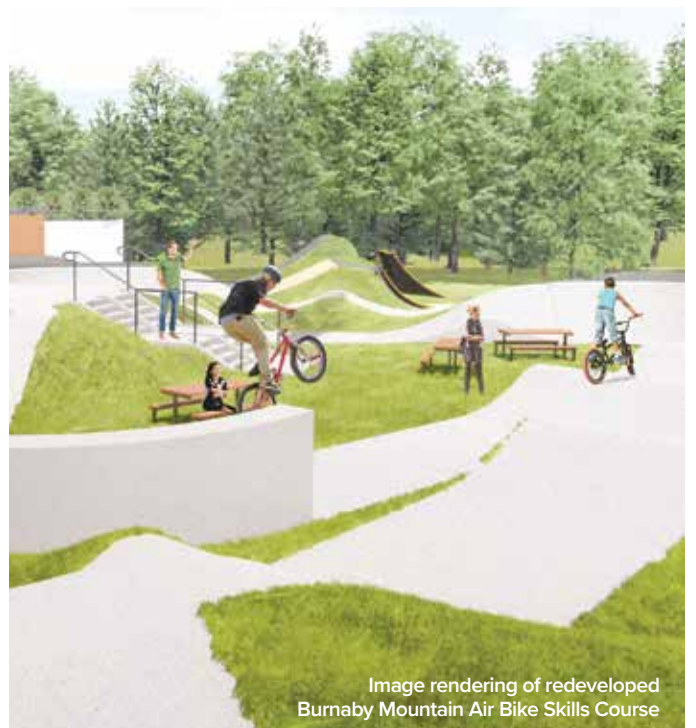


Image rendering of redeveloped Burnaby Mountain Air Bike Skills Course

Engineering

2024-2028 Plan

Marine Drive Upgrade \$24,000,000

This project will bring Marine Drive up to the urban street standard, including curb and gutter, sidewalk on both sides of the road, bus route pavement, new bus stops, intersection upgrades, new streetlights, boulevards and street trees as required. The scope of work includes design, coordination with Transportation Planning, Traffic Services, Infrastructure Planning and Operations, topographic survey, development of geometrics and cost estimates for construction. Utility upgrade requirements include the replacement of the existing watermains and services and limited sections of municipal-owned gravity sewer and services more than of 40 years of age. Most of the sanitary sewer servicing is provided by direct connections to the Metro Vancouver trunk line.

2024-2025 Plan

Sidewalk Expansion Program \$7,000,000

The Sidewalk Expansion Program is an annual program that will complete the City’s network of “critical link” sidewalks across the City. Priority projects are selected based on proximity to schools, community centres, parks, transit facilities, and whether streets are missing gaps in the network. Project locations across the City are chosen with a public consultation process which will solicit homeowner and area resident feedback. With the input from residents, the City will prioritize the implementation of these projects based on public support received and make design modifications to address any location-specific concerns.

2024-2026 Plan

Burnaby Lake Overpass \$19,000,000

The Burnaby Lake Overpass is a pedestrian-cyclist overpass that will help bridge communities within the City by providing a safe and comfortable crossing for residents, commuters and visitors. The proposed overpass will support multiple regional initiatives and strengthen the broader regional active transportation network. This includes improving connectivity with the Central Valley Greenway, which is part of Metro Vancouver’s Regional Greenway system, improving TransLink’s Major Bikeway Network, such as the BC Parkway, bridging existing gaps in the City’s active transportation network and contributing to the development of the City’s Priority Cycle Network as identified in Connecting Burnaby, the City’s Transportation Plan.



An image rendering of Burnaby Lake Overpass

Glossary

Accrual	The accrual basis of accounting recognizes revenues when they are earned and records expenses when they are incurred. This results in both revenues and expenses being recognized and recorded in the accounting period when they occur rather than when payments are actually received or made.
Appropriation	A legal authorization to incur obligations and to make expenditures for specific purposes.
Assets	Resources owned or held by the City that have monetary value.
Balanced Budget	A budget in which budgeted revenues are equal to budgeted expenditures, thus no budget deficit or budget surplus exists.
Budget	A plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing them.
Canadian Union of Public Employees (CUPE)	Union representing the City's unionized staff.
Capital Assets	Assets of significant value and that have a useful life of greater than one year, such as land, buildings, machinery, furniture and other equipment. Capital assets are also called fixed assets.
Capital Budget	The appropriation of internal and external contributions for improvements and additions to facilities, infrastructure and parks.
Capital Expenditure	Capital expenditure is the cost to acquire, construct, develop or better a tangible capital asset (TCA). This includes all costs directly attributable to acquisition, construction, development or betterment of the tangible capital asset, including installing the asset at the location and in the condition necessary for its intended use.
Capital Project	Major construction, acquisition or renovation activities that add value to the City's physical assets or significantly increase their useful life. Capital projects are also called capital improvements.
Capital Reserve	An account used to segregate a portion of the City's equity to be used for future capital program expenditures.
Community Benefit Bonus Policy	A policy that provides the City with important community benefit bonuses that contribute to the quality of life and general livability of our city.
Contingency	A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.
Department	The basic organizational unit of the City, which is functionally unique in its delivery of services.
Depreciation	Expiration in the service life of capital assets attributable to wear and tear, deterioration, exposure to elements, inadequacy or obsolescence.
Development Cost Charges (DCC)	Fees and charges contributed by developers to support development and growth in the city.
Expenditure	Costs incurred (whether paid or unpaid) for the purpose of acquiring an asset, service or settling a loss.
Fiscal Year	A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization.

Funds	A fiscal entity with segregated revenues and expenditures, and a specific purpose or activity.
Goal	A general, timeless statement of broad direction, purpose or intent.
Grant	A contribution by a city or other organization to support a particular function, or endeavor. Grants can either be operational or capital.
Infrastructure	Large-scale, physical assets required for the operation of a society (for example, streets, public buildings, and parks).
Levy	To impose taxes to fund City services.
Official Community Plan (OCP)	A plan that provides long-term vision for the community.
Operating Expenses	The cost of personnel, materials and equipment associated with the City's day-to-day operations.
Program	A group of related activities performed by one or more organizational units for the purpose of accomplishing a function for which the City is responsible.
Public Sector Accounting Board (PSAB)	Sets accounting standards for the public sector.
Revenue	Sources of income used by the City to finance its operations.
Sustainability	Meeting the needs of the present generation in terms of socio-cultural systems, the economy and the environment while promoting a high quality of life without compromising the ability of future generations to meet their own needs.
Tax Levy	The total amount to be raised through general property taxes.
Taxes	Compulsory charges levied by the City for the purpose of financing services performed for the common benefit of its citizens.

Public Consultation 2024-2028 Financial Plan

Burnaby City Council is committed to financial, social and environmental sustainability. To achieve this goal, the City focuses on providing excellent policing and fire protection services, upgrading roads, water and sewer infrastructure, and ensuring our parks and recreation facilities meet the needs of our community. The City also recognizes the importance of ongoing maintenance and replacement of existing facilities for citizens. As a result, the proposed 2024 operating expenses budget of \$674.0 million and capital plan of \$365.3 million is being allocated to provide quality City services and programs for Burnaby citizens.

We want to hear from you!

All public comments will be shared with Council prior adopting the 2024-2028 Financial Plan which is anticipated to be brought forward in January/February 2024 timeframe. The Five-Year Financial Plan incorporates a property tax rate increase of 4.5%, a 0.0% increase in Waterworks Utility, and a 5.0% increase in Sanitary Sewer Fund. We would like your views on the budget and, in particular, municipal services and priorities. The Financial Plan Highlights and additional information is available for viewing on our website at Burnaby.ca/FinancialPlan

