

# Memorandum

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Date: November 6, 2022  
Submitted by: Engineering and Operations Department – Project Delivery Services Division  
Subject: Proposed Development Cost Charges Expenditure Bylaw – Westhill Park Upgrades

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Pursuant to section 566 of the *Local Government Act (LGA)*, a Development Cost Charge (DCC) paid to a local government must be deposited in a separate special DCC reserve fund established for each purpose for which the local government imposes the DCC. This DCC reserve fund was established by the City through Bylaw No. 1595, 1983. The *LGA* also states that funds collected in the DCC reserves can be only used on projects identified in the City's DCC program, and municipalities must authorize this expenditure through a bylaw.

The Westhill Park Upgrade project is included in the City's DCC program that was approved by the Province in 2019. This capital project was estimated at \$250,000 in the program, and was identified as necessary to accommodate population growth in Port Moody. After considering the municipal contribution of 1% of total cost, the estimated DCC to be collected for this project is \$247,500. This 2019 estimate compares closely to the revised 2022 DCC eligible cost estimate of \$264,022. The difference is due to some escalation factors.

To accommodate growth, the Westhill Park Upgrade project scope includes a complete playground replacement with new major play components and a revised and expanded playground layout. Other site enhancements include drainage improvements, new pathways, new fencing and plantings.

Draft City of Port Moody Development Cost Charge Reserve Fund Expenditure Bylaw, 2022, No. 3385 (Westhill Park Upgrades) (**Attachment 1**)—a Bylaw to appropriate for expenditure from the Development Cost Charge Reserve Fund for the purpose of paying the costs of playground and other capital improvements at Westhill Park—is attached for Council's consideration of first, second, and third readings. The recommended resolution is:

**THAT City of Port Moody Development Cost Charges Reserve Fund Expenditure Bylaw, 2022, No. 3385 be read a first, second, and third time as recommended in the memo dated November 6, 2022 from the Engineering and Operations Department – Project Delivery Services regarding Proposed Development Cost Charges Expenditure Bylaw – Westhill Park Upgrades.**

#### Attachment(s)

1. Draft City of Port Moody Development Cost Charge Reserve Fund Expenditure Bylaw 2022 No. 3385 - Westhill Park Upgrades

## Report Approval Details

Document Title:	Proposed Development Cost Charges Expenditure Bylaw - Westhill Park Upgrades.docx
Attachments:	- EDMS-593783-v1-Bylaws_-_BL3385_- _City_of_Port_Moody_DCC_Expenditure_Bylaw_2022_No_3385_Westhill_Park_Upgrades.docx
Final Approval Date:	Nov 14, 2022

This report and all of its attachments were approved and signed as outlined below:

Julie Pavey-Tomlinson, Director of Environment and Parks - Nov 7, 2022 - 8:22 AM

Anna Mathewson, General Manager of Community Services - Nov 7, 2022 - 8:53 AM

Rosemary Lodge, Manager of Communications and Engagement - Nov 7, 2022 - 5:01 PM

Paul Rockwood, General Manager of Finance and Technology - Nov 8, 2022 - 10:34 AM

Tim Savoie, City Manager - Nov 14, 2022 - 9:13 AM