

**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT (GVS&DD)
BOARD OF DIRECTORS**

REGULAR BOARD MEETING

Friday, September 24, 2021

9:00 A.M.

28th Floor Boardroom, 4730 Kingsway, Burnaby, British Columbia

[Membership and Votes](#)

A G E N D A¹

A. ADOPTION OF THE AGENDA

1. September 24, 2021 Regular Meeting Agenda

That the GVS&DD Board adopt the agenda for its regular meeting scheduled for September 24, 2021 as circulated.

B. ADOPTION OF THE MINUTES

1. July 30, 2021 Regular Meeting Minutes

That the GVS&DD Board adopt the minutes for its regular meeting held July 30, 2021 as circulated. *pg. 3*

2. September 2, 2021 Special Meeting Minutes

That the GVS&DD Board adopt the minutes for its special meeting held September 2, 2021 as circulated. *pg. 10*

C. DELEGATIONS

D. INVITED PRESENTATIONS

E. CONSENT AGENDA

Note: Directors may adopt in one motion all recommendations appearing on the Consent Agenda or, prior to the vote, request an item be removed from the Consent Agenda for debate or discussion, voting in opposition to a recommendation, or declaring a conflict of interest with an item.

F. ITEMS REMOVED FROM THE CONSENT AGENDA

¹ Note: Recommendation is shown under each item, where applicable. All Directors vote unless otherwise noted.

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

1. FINANCE AND INTERGOVERNMENT COMMITTEE REPORTS

1.1 GVS&DD Banking Authority Bylaw 349, 2021

pg. 12

[Recommendation a): simple weighted majority vote.] and

[Recommendation b): 2/3 weighted majority vote.]

That the GVS&DD Board:

- a) give first, second and third reading to *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021*; and
- b) pass and finally adopt *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021*.

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

I. OTHER BUSINESS

1. GVS&DD Board Committee Information Items and Delegation Summaries

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J. BUSINESS ARISING FROM DELEGATIONS

K. RESOLUTION TO CLOSE MEETING

Note: The Board must state by resolution the basis under section 90 of the Community Charter on which the meeting is being closed. If a member wishes to add an item, the basis must be included below.

That the GVS&DD Board close its regular meeting scheduled for September 24, 2021 pursuant to the *Community Charter* provisions, Section 90 (1) (a), (e), (g) and (i) as follows:

- "90 (1) A part of a board meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:
- (a) personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the regional district or another position appointed by the regional district;
 - (e) the acquisition, disposition or expropriation of land or improvements, if the board or committee considers that disclosure could reasonably be expected to harm the interests of the regional district;
 - (g) litigation or potential litigation affecting the regional district; and
 - (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose."

L. RISE AND REPORT (Items Released from Closed Meeting)

M. ADJOURNMENT/CONCLUSION

That the GVS&DD Board adjourn/conclude its regular meeting of September 24, 2021.

**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT
BOARD OF DIRECTORS**

Minutes of the Regular Meeting of the Greater Vancouver Sewerage and Drainage District (GVS&DD) Board of Directors held at 10:34 a.m. on Friday, July 30, 2021 in the 28th Floor Boardroom, 4730 Kingsway, Burnaby, British Columbia.

MEMBERS PRESENT:

Burnaby, Chair, Director Sav Dhaliwal
North Vancouver City, Vice Chair Director
Linda Buchanan*
Anmore, Director John McEwen*
Burnaby, Director Pietro Calendino*
Burnaby, Director Mike Hurley*
Coquitlam, Director Craig Hodge*
Coquitlam, Director Richard Stewart*
Delta, Director George Harvie*
Delta, Director Dylan Kruger*
Electoral Area A, Director Jen McCutcheon*
Langley City, Director Gayle Martin*
Langley Township, Director Jack Froese*
Langley Township, Director Kim Richter*
Maple Ridge, Director Mike Morden*
New Westminster, Director Jonathan Côté*
North Vancouver District, Director Lisa Muri*
Pitt Meadows, Director Bill Dingwall*
Port Moody, Director Rob Vagramov*

Richmond, Director Malcolm Brodie*
Richmond, Director Harold Steves*
Surrey, Director Linda Annis*
Surrey, Director Doug Elford*
Surrey, Director Laurie Guerra*
Surrey, Director Mandeep Nagra*
Surrey, Director Allison Patton*
Vancouver, Director Christine Boyle*
Vancouver, Director Adriane Carr*
Vancouver, Director Melissa De Genova*
Vancouver, Director Lisa Dominato*
Vancouver, Alternate Director Pete Fry* for
Kennedy Stewart
Vancouver, Director Colleen Hardwick*
Vancouver, Director Michael Wiebe*
West Vancouver, Director Mary-Ann Booth*
White Rock, Director Darryl Walker*
Commissioner Jerry W. Dobrovolsky
(Non-voting member)

MEMBERS ABSENT:

Port Coquitlam, Director Brad West
Surrey, Director Doug McCallum

STAFF PRESENT:

Chris Plagnol, Corporate Officer
Amelia White, Legislative Services Supervisor, Board and Information Services

*denotes electronic meeting participation as authorized by Section 3.6.2 of the *Procedure Bylaw*

A. ADOPTION OF THE AGENDA

1. July 30, 2021 Regular Meeting Agenda

It was MOVED and SECONDED

That the GVS&DD Board:

- a) amend the agenda for its regular meeting scheduled for July 30, 2021 by adding the *Community Charter* provision, Section 90 (1) (i) “the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose” to Item K. Resolution to Close Meeting; and
- b) adopt the agenda as amended.

CARRIED

B. ADOPTION OF THE MINUTES

1. June 25, 2021 Regular Meeting Minutes

It was MOVED and SECONDED

That the GVS&DD Board adopt the minutes for its regular meeting held June 25, 2021 as circulated.

CARRIED

C. DELEGATIONS

No items presented.

D. INVITED PRESENTATIONS

No items presented.

E. CONSENT AGENDA

At the request of the Directors, the following items were removed from the Consent Agenda, in the following order, for consideration under Section F. Items Removed from the Consent Agenda:

- 1.2 Iona Island Wastewater Treatment Plant Projects – Project Definition Update
- 4.1 Proposed Updates to the Sustainability Innovation Fund Policies

It was MOVED and SECONDED

That the GVS&DD Board adopt the recommendations presented in the following items as presented in the July 30, 2021 GVS&DD Board Consent Agenda:

- 1.1 Award of a Contract Resulting from Request for Proposal No. 20-103: Construction Services for Golden Ears Forcemain and River Crossing
- 2.1 Iona Island Wastewater Treatment Plant Projects – Project Definition Update
- 2.2 Engagement Plan for Liquid Waste Development Cost Charge Program Update
- 2.3 Award of Contract Resulting from Request for Proposal No. 21-019: Annacis Island Wastewater Treatment Plant Trickling Filters No. 2 and 4 – Trickling Filter Media, Rotary Distributor, and Foul Air Ducting Replacement

- 2.4 Award of Contract Resulting from Request for Proposal No. 20-002: Annacis Island Wastewater Treatment Plant Stage 5 Expansion – Phase 2, A506 Contract – Gravity Thickener Expansion
- 3.1 Solid Waste and Recycling Industry Advisory Committee Draft Terms of Reference
- 3.2 Sea to Sky Soils Organics Management Contract

CARRIED

The items and recommendations referred to above are as follows:

1.1 Award of a Contract Resulting from Request for Proposal No. 20-103: Construction Services for Golden Ears Forcemain and River Crossing

Report dated July 7, 2021, from Marie-Liesse Marc, Director, Major Projects, Project Delivery and Roy Moulder, Director, Purchasing and Risk Management, Financial Services, advising the GVS&DD Board of the results of Request for Proposal No. 20-103: Construction Services for the Golden Ears Forcemain and River Crossing, and recommending award of the contract in the amount of up to \$83,628,768 (exclusive of taxes).

Recommendation:

That the GVS&DD Board:

- a) approve a contract in the amount of up to \$83,628,768 (exclusive of taxes) to Pomerleau Inc., resulting from Request for Proposal 20-103: Construction Services for Golden Ears Forcemain and River Crossing, subject to final review by the Commissioner;
- b) direct staff to prepare a budget amendment to increase the Northwest Langley Wastewater Treatment Plant Expansion Program by \$39 million;
- c) direct staff to provide detailed options of potential budget reductions to offset, along with related risks, through the completion of the 2022 budget process; and
- d) authorize the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

Adopted on Consent

2.1 Iona Island Wastewater Treatment Plant Projects – Project Definition Update

Report dated June 23, 2021, from Bryan Shoji, Director, Policy, Planning and Analysis, Liquid Waste Service and Brett Young, Director, Major Projects, Project Delivery, providing the GVS&DD Board with an update on the Iona Wastewater Treatment Plant Projects, including recently identified challenges and how staff are addressing those challenges.

Recommendation:

That the GVS&DD Board receive for information the report dated June 23, 2021, titled “Iona Island Wastewater Treatment Plant Projects – Project Definition Update”.

Adopted on Consent

2.2 Engagement Plan for Liquid Waste Development Cost Charge Program Update

Report dated June 25, 2021, from Joe Sass, Deputy Chief Financial Officer/Director, Financial Planning and Operations, seeking feedback and authorization for further engagement from the GVS&DD Board on the proposed update to the liquid waste DCC program, consisting of rate adjustments, and proposing an engagement plan which will solicit input on the DCC program update from relevant levels of government, First Nations, stakeholders, and the public.

Recommendation:

That the GVS&DD Board direct staff to proceed with engagement on the proposed update to the liquid waste development cost charge program as described in the report dated June 25, 2021, titled “Engagement Plan for Liquid Waste Development Cost Charge Program Update”.

Adopted on Consent

2.3 Award of Contract Resulting from Request for Proposal No. 21-019: Annacis Island Wastewater Treatment Plant Trickling Filters No. 2 and 4 – Trickling Filter Media, Rotary Distributor, and Foul Air Ducting Replacement

Report dated June 23, 2021, from Roy Moulder, Director, Purchasing and Risk Management, Financial Services and Kenneth Hui, Division Manager, Engineering, Design and Construction, Liquid Waste Services, advising the GVS&DD Board of the results of the Request for Proposal No. 21-019: AIWWTP Trickling Filters No. 2-4 – Trickling Filter Media, Rotary Distributor, and FOA Ducting Replacement and recommending award of contract in an amount of up to \$37,477,304 (exclusive of taxes) to Pomerleau Inc.

Recommendation:

That the GVS&DD Board:

- a) approve the award of a contract for an amount of up to \$37,477,304 (exclusive of taxes) to Pomerleau Inc., resulting from Request for Proposal No. 21-019: Annacis Island Wastewater Treatment Plant Trickling Filters No. 2 & 4 – Trickling Filter Media, Rotary Distributor, and Foul Air Ducting Replacement subject to final review by the Commissioner; and
- b) authorize the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

Adopted on Consent

2.4 Award of Contract Resulting from Request for Proposal No. 20-002: Annacis Island Wastewater Treatment Plant Stage 5 Expansion – Phase 2, A506 Contract – Gravity Thickener Expansion

Report dated June 22, 2021, from Roy Moulder, Director, Purchasing and Risk Management, Financial Services and Kenneth Hui, Division Manager, Engineering Design and Construction, Liquid Waste Services, advising the GVS&DD Board of the results of the Request for Proposal No. 20-002: Annacis Island Wastewater Treatment Plant Stage 5, Phase 2, A506 Contract – Gravity Thickener Expansion

and recommending the award of contract in an amount of up to \$36,335,060 (exclusive of taxes) to Maple Reinders Constructors Ltd.

Recommendation:

That the GVS&DD Board:

- a) approve the award of a contract for an amount of up to \$36,335,060 (exclusive of taxes), to Maple Reinders Constructors Ltd. resulting from Request for Proposal No. 20-002: Annacis Island Wastewater Treatment Plant Stage 5 Expansion – Phase 2, A506 Contract – Gravity Thickener Expansion, subject to final review by the Commissioner; and
- b) authorize the Commissioner and the Corporate Officer to execute the required documentation once the Commissioner is satisfied that the award should proceed.

Adopted on Consent

3.1 Solid Waste and Recycling Industry Advisory Committee Draft Terms of Reference

Report dated July 9, 2021, from Paul Henderson, General Manager, Solid Waste Services, updating the GVS&DD Board on the formation of the Solid Waste and Recycling Industry Advisory Committee and the draft terms of reference.

Recommendation:

That the GVS&DD Board receive for information the report dated July 9, 2021, titled “Solid Waste and Recycling Industry Advisory Committee Draft Terms of Reference”.

Adopted on Consent

3.2 Sea to Sky Soils Organics Management Contract

Report dated July 9, 2021, from Paul Henderson, General Manager, Solid Waste Services and Roy Moulder, Director, Purchasing and Risk Management, Financial Services, updating the GVS&DD Board on an organics management contract awarded to Sea to Sky Soils.

Recommendation:

That the GVS&DD Board receive for information the report dated July 9, 2021, titled “Sea to Sky Soils Organics Management Contract”.

Adopted on Consent

F. ITEMS REMOVED FROM THE CONSENT AGENDA

Items removed from the Consent Agenda for consideration under Section F. were considered in numerical order.

1.2 Iona Island Wastewater Treatment Plant Projects – Project Definition Update

Report dated June 23, 2021, from Bryan Shoji, Director, Policy, Planning and Analysis, Liquid Waste Service and Brett Young, Director, Major Projects, Project Delivery, providing the GVS&DD Board with an update on the Iona Wastewater

Treatment Plant Projects, including recently identified challenges and how staff are addressing those challenges.

Members were provided a presentation on the project goals, design concept and cost estimate.

Presentation material titled “Iona Island Wastewater Treatment Plant Projects – Project Definition Update” is retained with the July 30, 2021 GVS&DD Board agenda. Members were also shown a related video, which is not retained with the agenda.

Discussion ensued regarding the project timeline, the potential of scaling the project due to the additional outlay, and the public and First Nations engagement.

It was MOVED and SECONDED

That the GVS&DD Board receive for information the report dated June 23, 2021, titled “Iona Island Wastewater Treatment Plant Projects – Project Definition Update”.

CARRIED

4.1 Proposed Updates to the Sustainability Innovation Fund Policies

Report dated June 25, 2021, from Megan Gerryts, Senior Advisor, Regional Economic Prosperity Service and Roger Quan, Director, Air Quality and Climate Change, Parks and Environment, seeking GVS&DD Board approval for the proposed updates to the Liquid Waste Sustainability Innovation Fund policy.

It was MOVED and SECONDED

That the GVS&DD Board approve the proposed updates to the Liquid Waste Sustainability Innovation Fund as presented in the report dated June 25, 2021, titled “Proposed Updates to the Sustainability Innovation Fund Policies”, subject to the annual budget approval.

CARRIED

G. REPORTS NOT INCLUDED IN CONSENT AGENDA

No items presented.

H. MOTIONS FOR WHICH NOTICE HAS BEEN GIVEN

No items presented.

I. OTHER BUSINESS

1. GVS&DD Board Committee Information Items and Delegation Summaries

It was MOVED and SECONDED

That the GVS&DD Board receive for information the GVS&DD Board Committee Information Items and Delegation Summaries, dated July 30, 2021.

CARRIED

J. BUSINESS ARISING FROM DELEGATIONS

No items presented.

K. RESOLUTION TO CLOSE MEETING

It was MOVED and SECONDED

That the GVS&DD Board close its regular meeting scheduled for July 30, 2021 pursuant to the *Community Charter* provisions, Section 90 (1) (e), (g) and (i) as follows:

“90 (1) A part of a board meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (e) the acquisition, disposition or expropriation of land or improvements, if the board or committee considers that disclosure could reasonably be expected to harm the interests of the regional district;
- (g) litigation or potential litigation affecting the regional district; and
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.”

CARRIED

L. RISE AND REPORT (Items Released from Closed Meeting)

No items presented.

M. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the GVS&DD Board adjourn its regular meeting of July 30, 2021.

CARRIED

(Time: 11:22 a.m.)

CERTIFIED CORRECT

Chris Plagnol, Corporate Officer

Sav Dhaliwal, Chair

47018729 FINAL

**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT
BOARD OF DIRECTORS**

Minutes of the Special Meeting of the Greater Vancouver Sewerage and Drainage District (GVS&DD) Board of Directors held at 1:04 p.m. on Thursday, September 2, 2021 in the 28th Floor Boardroom, 4730 Kingsway, Burnaby, British Columbia, to consider an option to look at a 30-year amortization term for the North Shore's share of the North Shore Wastewater Treatment Plant Project only.

MEMBERS PRESENT:

Burnaby, Chair, Director Sav Dhaliwal
North Vancouver City, Vice Chair Director
Linda Buchanan*

Anmore, Director John McEwen*
Burnaby, Director Pietro Calendino*
Burnaby, Director Mike Hurley*
Coquitlam, Director Craig Hodge*
Coquitlam, Director Richard Stewart*
Delta, Alternate Director Bruce McDonald* for
George Harvie
Delta, Director Dylan Kruger*
Electoral Area A, Alternate Director Michael
Feeley* for Jen McCutcheon
Langley City, Director Gayle Martin*
Langley Township, Director Jack Froese*
Langley Township, Director Kim Richter*
Maple Ridge, Director Mike Morden*
New Westminister, Director Jonathan Coté*
North Vancouver District, Director Lisa Muri*
Pitt Meadows, Director Bill Dingwall*
Port Coquitlam, Director Brad West*

Port Moody, Director Rob Vagramov*
Richmond, Director Malcolm Brodie*
Surrey, Director Linda Annis*
Surrey, Director Doug Elford*
Surrey, Director Laurie Guerra*
Surrey, Director Doug McCallum*
Surrey, Director Mandeep Nagra*
Surrey, Director Allison Patton*
Vancouver, Alternate Director Jean Swanson* for
Christine Boyle
Vancouver, Director Adriane Carr*
Vancouver, Director Melissa De Genova*
Vancouver, Director Lisa Dominato*
Vancouver, Director Colleen Hardwick*
Vancouver, Alternate Director Pete Fry* for
Kennedy Stewart
Vancouver, Director Michael Wiebe*
West Vancouver, Director Mary-Ann Booth*
White Rock, Director Darryl Walker*
Commissioner Jerry W. Dobrovolsky
(Non-voting member)

MEMBERS ABSENT:

Richmond, Director Harold Steves

STAFF PRESENT:

Lauren Cichon, Legislative Services Coordinator, Board and Information Services
Katie Karn, Deputy Corporate Officer

*denotes electronic meeting participation as authorized by Section 3.6.2 of the *Procedure Bylaw*

1. ADOPTION OF THE AGENDA

1. September 2, 2021 Special Meeting Agenda

It was MOVED and SECONDED

That the GVS&DD Board adopt the agenda for its special meeting scheduled for September 2, 2021 as circulated.

CARRIED

2. PRESENTATION AND DISCUSSION

2.1. Debt Amortization Options for the North Shore Wastewater Treatment Plant

Jerry Dobrovolsky, Commissioner and Dean Rear, Chief Financial Officer/General Manager, Financial Services, introduced the debt amortization options for the North Shore Wastewater Treatment Plant highlighting best practices, Metro Vancouver's borrowing strategy, alternative calculations, household impacts, impact on the *Financial Management Policy* and next steps.

Members discussed alternate amortization scenarios for the North Shore Sewerage Area's share of the North Shore Wastewater Treatment Plant Project and Household Impact specific to debt amortization terms of 15 and 30 years calculated on a present value basis for comparability. Discussion included impacts to future generations, managing capital projects fairly and equitably for taxpayers, and the transition towards a pay-as-you-go model as loans mature.

Discussion concluded with noting that the GVS&DD Board could consider adjusting the amortization period from 15 years to 30 years for the North Shore Sewerage Area's share of the North Shore Wastewater Treatment Plant Project, should North Shore member municipalities so request.

Presentation material titled "Debt Amortization Options for the North Shore Wastewater Treatment Plant" is retained with the agenda.

3. ADJOURNMENT OR CONCLUSION

It was MOVED and SECONDED

That the GVS&DD Board conclude its special meeting of September 2, 2021.

CARRIED

(Time: 2:34 p.m.)

CERTIFIED CORRECT

Katie Karn, Deputy Corporate Officer

Sav Dhaliwal, Chair

47561788 FINAL

To: Finance and Intergovernment Committee

From: Joe Sass, Deputy CFO/Director of Financial Planning and Operations

Date: August 20, 2021 Meeting Date: September 8, 2021

Subject: **MVRD Banking Authority Bylaw 1324, 2021, GVWD Banking Authority Bylaw 255, 2021, GVS&DD Banking Authority Bylaw 349, 2021**

RECOMMENDATION

That the MVRD Board:

- a) give first, second and third reading to *Metro Vancouver Regional District Banking Authority Bylaw No. 1324, 2021*; and
- b) pass and finally adopt *Metro Vancouver Regional District Banking Authority Bylaw No. 1324, 2021*.

That the GVWD Board:

- a) give first, second and third reading to *Greater Vancouver Water District Banking Authority Bylaw No. 255, 2021*; and
- b) pass and finally adopt *Greater Vancouver Water District Banking Authority Bylaw No. 255, 2021*.

That the GVS&DD Board:

- a) give first, second and third reading to *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021*; and
- b) pass and finally adopt *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021*.

EXECUTIVE SUMMARY

Board approved bylaws for signing officers establish authority for the execution of Metro Vancouver Districts' banking and financial matters. The existing Signing Authority Bylaws require updating to accommodate the logistical challenges highlighted by the global pandemic and to improve efficiencies in handling the increased volume of requests. Designating the routine, lower risk matters to be handled by Class B and Class C signatories will reduce the burden on Class A signatories. The revised framework ensures there continues to be proper segregation of duty, sound internal controls, and strong governance structure for approvals, while improving the efficiency of the overall processes.

PURPOSE

To adopt the updated Banking Authority Bylaws that will allow routine banking and financial documents to be executed in a more efficient and timely manner by delegating the authority to the Financial Services management group.

BACKGROUND

Board approved Bylaws for signing officers establish the framework of authority for the execution of Metro Vancouver Districts' banking and financial matters dealing with banks, investment firms or brokers and lending institutions. The existing Bylaws require approval from one of the three senior management in Financial Services (Class B), together with a second approval from one of the four senior management or Board (Class A).

Due to the global pandemic and work-from-home policies, it has become increasingly challenging and time consuming to execute routine financial documents. Even though electronic signatures are gaining popularity, it is not yet widely adopted by organizations and in-person signatures continue to be required. As Metro Vancouver has grown in size and complexity, there is increased banking activity such as expanded online banking services and new investment accounts to serve the growing needs of the organization.

BYLAW UPDATES

The previous Signing Officer Bylaws:

- *Greater Vancouver Regional District Signing Officers Bylaw No. 1184, 2013 as amended;*
- *Greater Vancouver Sewerage and Drainage District Signing Officers Bylaw No. 279, 2013 as amended; and*
- *Greater Vancouver Water District Signing Officers Bylaw No. 246, 2013 as amended*

are repealed and replaced by the attached Bylaws:

- *Metro Vancouver Regional District Banking Authority Bylaw No. 1324, 2021;*
- *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021; and*
- *Greater Vancouver Water District Banking Authority Bylaw No. 255, 2021*

The following are the key changes proposed in the new Bylaws:

Introduction of a third-tier, Class C signatories

As outlined in Table 1 below, a new group of signatories referred to as "Class C" will be comprised of the Financial Services management group. The managers in Class C are well equipped to vet the requests given their financial background and expertise, and will provide the first of the two required signatures for certain financial matters as listed in Table 2. Class B signatories comprised of Financial Services senior management and General Managers remain unchanged, and will continue to serve as the secondary approver.

Table 1

Class A	Class B	Class C (new)
Board Chair	CFO/GM Financial Services	Treasury Manager
Board Vice Chair	Director Financial Planning & Operations/Deputy CFO	Division Manager Finance and Capital Planning
CAO/Commissioner	Director Purchasing & Risk Management	Division Manager Utility Client Support
GM Legal Services & Indigenous Relations		Division Manager Corporate Client Support

Risk based approach to designating authority

Class C will be limited to the general and operational banking matters with lower risk profile. Common examples of these tasks include adding new banking services such as electronic payments and opening/closing of investment or bank accounts. This will reduce the number of routine matters requiring signatures from Class A.

Class A combined with Class B will continue to have the authority to sign for all financial matters covered under these Bylaws with the exception of debt, should Class C signers not be available. This ensures there is sufficient coverage to minimize undue delays for items of urgent nature such as manual wire transfers in the event of major disruption to the online banking portals.

For any type of debt resulting in legal and major financial obligation to the organization, authorized signatories will be restricted to the Board appointed positions. One signature from either the Board Chair or CAO together with the Treasurer/CFO will be required to sign. This is consistent with the signing requirement by the Municipal Financing Authority. In most cases, debt is long-term and material in value, and therefore assumes a higher risk profile.

Table 2 below outlines the proposed rules of the amending bylaws and when they would be used.

Table 2

One Class A and One Class B Signing Officers	One Class B and One Class C Signing Officers
Any types of overdraft service, debt, borrowing and guarantee obligating the Districts – limited to Board Chair, CAO and Treasurer/CFO	Cheques, wires, pre-authorized debits and other orders for the payment of money
All tasks that can be approved by One Class B and One Class C as referred in the Bylaw	Foreign exchange or other hedging contracts and agreements
	Contracts for the issuance or acceptance of letters of credit
	Opening and closure documents and agreements for bank and investment accounts
	Request for draws under existing agreements relating to borrowing

The new Bylaws, as presented, will have no direct impact on financial operations, except to reduce administrative efforts. The revised framework ensures there continues to be proper segregation of duty and sound governance to mitigate risks.

Once approved, the above noted Banking Authority Bylaws, along with supporting documentation, will be forwarded to banks and investment institutions having dealings with Metro Vancouver's Districts.

ALTERNATIVES

1. That the MVRD Board:

- a) give first, second and third reading to *Metro Vancouver Regional District Banking Authority Bylaw No. 1324, 2021*; and
- b) pass and finally adopt *Metro Vancouver Regional District Banking Authority Amending Bylaw No. 1324, 2021*.

That the GVWD Board:

- a) give first, second and third reading to *Greater Vancouver Water District Banking Authority Bylaw No. 255, 2021*; and
- b) pass and finally adopt *Greater Vancouver Water District Banking Authority Bylaw No. 255, 2021*.

That the GVS&DD Board:

- a) give first, second and third reading to *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021*; and
- b) pass and finally adopt *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021*.

2. That the Finance and Intergovernment Committee receive for information the report dated August 20, 2021 titled "MVRD Banking Authority Bylaw 1324, 2021, GVWD Banking Authority Bylaw 255, 2021, GVS&DD Banking Authority Bylaw 349, 2021" and provide alternate direction.

FINANCIAL IMPLICATIONS

There are no direct financial impacts to Metro Vancouver with the adoption of these bylaws. Introduction of Class C Signing Officers to approve routine banking matters, which currently require Class A signatures, will reduce administrative efforts and ensure the continued smooth operation of Treasury activities.

CONCLUSION

The proposed amending Banking Authority Bylaws introduces a new tier of signing authorities, who can sign for routine and lower risk banking matters. This will reduce processing time while still maintaining proper segregation of duties and sound governance to mitigate financial risks.

Staff recommend adoption of the Banking Authority Bylaws as outlined in Alternative 1.

Attachments (Doc# 47359008)

- ~~1. Metro Vancouver Regional District Banking Authority Bylaw No. 1324, 2021,~~
- ~~2. Greater Vancouver Water District Banking Authority Bylaw No. 255, 2021~~
3. *Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021*

**GREATER VANCOUVER SEWERAGE AND DRAINAGE DISTRICT
BYLAW NO. 349, 2021
A Bylaw to Appoint Persons with Banking Authorities**

WHEREAS:

- A. Section 7 of the *Greater Vancouver Sewerage and Drainage District Act* (the “Act”) provides the Greater Vancouver Sewerage and Drainage District (the “District”) with all the rights of a corporation;
- B. The *Greater Vancouver Sewerage and Drainage District Signing Officers Bylaw No. 279, 2013* as amended, authorizes persons to sign cheques and promissory notes; and
- C. It is deemed expedient that the *Greater Vancouver Sewerage and Drainage District Signing Officers Bylaw No. 279, 2013* as amended, be repealed and that, pursuant to the Act, the persons set out below be authorized as signing officers of the District;

NOW THEREFORE the Board of the District enacts as follows:

- 1. This Bylaw shall be cited as “Greater Vancouver Sewerage and Drainage District Banking Authority Bylaw No. 349, 2021”.
- 2. *Greater Vancouver Sewerage and Drainage District Signing Officers Bylaw No. 279, 2013* as amended, is hereby repealed.
- 3. Any one of the:
 - Treasurer/Chief Financial Officer
 - Director, Financial Planning and Operations/Deputy Chief Financial Officer
 - Director, Purchasing and Risk Managementtogether with any one of the:
 - Treasury Manager
 - Division Manager, Finance and Capital Planning
 - Division Manager, Utility Client Support
 - Division Manager, Corporate Client Support

are hereby authorized on behalf of the District to sign, accept, endorse or approve, under seal if necessary or convenient:

- (i) instructions for the withdrawal of funds from accounts by way of cheque, wire payment instruction, pre-authorized debit authorization, or other orders for the payment of money from accounts;
- (ii) contracts for foreign exchange or hedging instruments;
- (iii) contracts for the issuance or acceptance of letters of credit;
- (iv) requests for draws, draw downs, or advances under any agreements relating to letters of credit, bonds, or other types of security, borrowing money, or otherwise obtaining credit;
- (v) opening and closing of accounts with banking and investment institutions; and

(vi) agreements for accounts, cash management or investment products or services.

4. Any one of the:

Board Chair
Board Vice Chair
Commissioner
General Manager Legal Services & Indigenous Relations

together with any one of the:

Treasurer/Chief Financial Officer
Director, Financial Planning and Operations/ Deputy Chief Financial Officer
Director, Purchasing and Risk Management

are hereby authorized on behalf of the District to sign, accept, endorse or approve, under seal if necessary or convenient:

- (i) all items listed under Section 3; and
- (ii) any other financial agreements or instruments not listed under Section 3 of this Bylaw with the exception of items relating to debt listed under Section 5.

5. Any one of the:

Board Chair
Commissioner

together with the:

Treasurer/Chief Financial Officer

are hereby authorized on behalf of the District to sign, accept, endorse or approve, under seal if necessary or convenient agreements, contracts or other authorizations for borrowing money or otherwise obtaining credit, issuance of debt, granting security, and/or providing guarantees.

Read a first, second and third time this _____ day of _____, _____

Passed and finally adopted this _____ day of _____, _____

Sav Dhaliwal, Chair

Chris Plagnol, Corporate Officer

COMMITTEE INFORMATION ITEMS AND DELEGATION SUMMARIES

Greater Vancouver Sewerage and Drainage District
Board Meeting Date – Friday, September 24, 2021

This information item, listing recent information received by committee, is provided for the GVS&DD Board's information. Please access a complete PDF package [here](#).

Liquid Waste Committee – September 9, 2021*Delegations:*

No delegations presented

Information Items:

- 5.1 Regional Microfibres Reduction Campaign Launch
- 5.2 2021 Regional Unflushables Campaign Results
- 5.3 Continuous Improvement – Innovations Portfolio Management

Zero Waste Committee – September 10, 2021*Delegations:*

- 3.1 Ben Liegley, Co-Founder & Director, Rethink2gether, and Accredited Consultant The PLEDGE on Food Waste

Information Items:

- 5.1 2020 Disposal Ban Program Update
- 5.2 Waste-to-Energy Facility Environmental Monitoring and Reporting 2020 Update
- 5.3 Illegal Dumping in Metro Vancouver
- 5.4 Continuous Improvement, Innovation, and Collaboration with Adjacent Regional Districts
- 5.5 2021 Reuse and Repair Initiatives Update
- 5.6 2021 Update on the National Zero Waste Council Activities
- 5.7 2021 Zero Waste Conference Update

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