

CITY OF BURNABY

BYLAW NO. 10874

A BYLAW to delegate the power to authorize
certain routine transactions to certain
officers and employees of the City

The Council of the City of Burnaby ENACTS as follows:

1. This Bylaw may be cited as **BURNABY ROUTINE TRANSACTION AUTHORITY BYLAW 1999.**

2. The following powers, duties and functions are hereby delegated to the following officers and employees of the City:
 - (a) to the City Manager
 - (i) the authority to approve all requests by officers and employees of the City to attend courses, conferences and meetings when the estimated cost of any such attendance does not exceed \$2,500; and
 - (ii) the authority to approve the award of architectural contracts for authorized renovation projects where the estimated cost of the renovations does not exceed \$250,000;

 - (b) to the City Clerk
 - (i) the authority to execute all documents that pertain to the release or discharge of easements and statutory rights of way and the cancellation of

ancillary rights and land use covenants, where such easements, statutory rights of way, ancillary rights or covenants are no longer required;

- (ii) the authority to execute all documents that pertain to
 - A. encroachments onto road allowances or easements or statutory rights of way in favour of the City
 - B. the reduction in width of easements and statutory rights of way in favour of the City
 - C. the granting of pole anchor easements to public utility companies;
- (iii) the authority to execute covenants pursuant to section 219 of the *Land Title Act* pertaining to
 - A. limitation of building elevations due to sewer depth or topography
 - B. vehicular access restriction
 - C. landscape buffers or tree retention
 - D. yard setbacks
 - E. limitations on the occupancy of single family and two family dwellings;
- (iv) the authority to execute servicing agreements entered into pursuant to section 940 of the *Municipal Act*; and

- (v) the authority to execute all documents pertaining to the discharge of statutory rights of way that become, in the opinion of the Director Engineering, redundant as a result of the subdivision of land;
- (c) to the Director Engineering
- (i) the authority to acquire on behalf of the City easements and statutory rights of way required for City purposes where the compensation to be paid for any such easement or statutory right of way does not exceed \$5,000;
 - (ii) the authority to approve
 - A. encroachments onto road allowances or easements or statutory rights of way in favour of the City
 - B. the reduction in width of easements and statutory rights of way in favour of the City
 - C. the granting of pole anchor easements to public utility companies;
 - (iii) the authority to acquire truncations from privately owned parcels of land required for City purposes where the compensation does not exceed \$5,000, including the cost of restoring or relocating landscaping and plants; and
 - (iv) the authority to approve walk-a-thons, fun runs, bike-a-thons and block parties;
- (d) to the Director Finance, the authority to approve for payment, pursuant to section 254 of the *Municipal Act*, vehicle mileage claims of volunteers when they represent the City on City business;

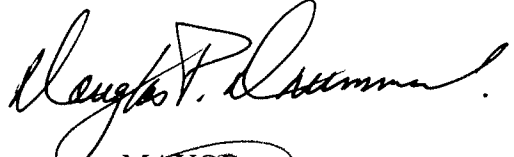

- (e) to the City Solicitor, the authority to approve for payment claims against the City that do not exceed \$5,000, subject to the receipt of an appropriate release;
- (f) to the Human Resources Manager, the authority to approve for payment, pursuant to section 176(1)(c) of the *Municipal Act*, donations to charitable organizations in memory of employees and volunteers who have passed away.

Read a first time this 08 day of February 1999

Read a second time this 08 day of February 1999

Read a third time this 08 day of February 1999

Reconsidered and adopted by an affirmative vote of at least two-thirds of all the members of Council this 15 day of February 1999


MAYOR

CLERK