



# **Boards, Committees and Commissions Directory**

***Public Version***

Office of the City Clerk  
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## **AUDIT COMMITTEE**

The Audit Committee assists, advises and makes recommendations to Council regarding the fulfilment of Council's oversight responsibilities relative to the City's financial reporting, external audit requirements, internal control and audit, quality assurance, risk management and compliance with financial regulations and policies.

**MEETING DAY/DATE:** At the call of the Chair

### Members:

Mayor Mike Hurley, Chair  
Councillor Sav Dhaliwal, Vice Chair  
Councillor Pietro Calendino, Member  
Councillor Colleen Jordan, Member  
Councillor Joe Keithley, Member

### City Staff:

Mr. Chad Turpin, Acting City Manager  
Ms. Noreen Kassam, Director Finance  
Mr. Bob Klimek, Deputy Director Finance  
Administrative Officer

### External Auditors:

Ms. Nancy Adie-MacKay, Engagement Partner, KPMG  
Ms. C.J. James, Quality Review Partner, KPMG  
Ms. Aanuoluwapo Adeleye, Audit Manager, KPMG

## BOARD OF VARIANCE

The Board of Variance is legislated under the Local Government Act of B.C. and is a Board of Appeal that considers minor variances to the Burnaby Zoning Bylaw. The Board may hear appeals regarding the siting, dimensions or size of a building but not those involving use or density.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** Permission to address the Board is not required in advance; written submissions, including name and address, may be submitted to Administrative Officer in the Clerk's Office prior to the meeting. Notice of a Board of Variance meeting is provided to all owners and occupiers of property within 30 meters of the property that is subject to the application; however, Board of Variance meetings are open to the public and any person may provide comment to the Board on an application.

### Members:

Mr. Rana Dhatt, Chair  
Ms. Jacqueline Chan, Resident Representative  
Ms. Brenda Felker, Resident Representative  
Mr. Gulam Firdos, Resident Representative  
Mr. Al Luongo, Resident Representative

### City Staff:

Mr. Dan Layng, Chief Licence Inspector  
Ms. Joy Adam, Development Plan Technician  
Ms. Margaret Malysz, Development Plan Supervisor  
Mr. Maciek Wodzynski, Development Plan Technician  
Mr. Patrick Shek, Chief Building Inspector  
Administrative Officer

## **BURNABY BOARD OF EDUCATION**

The Burnaby Board of Education, in accordance with the School Act, is a policy-making body whose primary function is to establish procedures and guidelines for the operation of Burnaby's public schools. It is responsible for producing a budget, administering expenditures, and liaising with individual schools through the School Trustee Liaison Program.

**MEETING DAY/DATE:** Burnaby Board of Education meetings are held on the fourth Tuesday of every month during the regular school year, unless otherwise noted.

**HOW TO APPEAR AS A DELEGATION:** Submit a letter to the Secretary-Treasurer no later than Wednesday at 9:00 am prior to the meeting. There is a 10 minute time limitation on each delegation.

**NOTE: All Trustees' mail is directed to: 5325 Kincaid Street, Burnaby, B.C. V5G 1W2**

### Members:

Trustee Jen Mezei, Chair  
Trustee Bill Brassington, Vice Chair  
Trustee Peter Cech, Member  
Trustee Christine Cunningham, Member  
Trustee Larry Hayes, Member  
Trustee Ryan Stewart, Member  
Trustee Gary Wong, Member

### School Board Staff:

Ms. Gina Niccoli-Moen, Superintendent, Burnaby Board of Education  
Mr. Russell Horswill, Secretary-Treasurer, Burnaby Board of Education

## COMMUNITY HERITAGE COMMISSION

The Community Heritage Commission advises Council on matters concerning the identification, management, and preservation or restoration of buildings and sites with historical significance in Burnaby.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor Colleen Jordan, Chair  
Councillor James Wang, Vice Chair  
Councillor Pietro Calendino, Member  
Ms. Diane Gillis, Resident Representative  
Mr. Richard Liu, Resident Representative  
Mr. Lee Loftus, Resident Representative  
Ms. Tammy Marchioni, Resident Representative  
Mr. Roger Whitehouse, Resident Representative  
Ms. Ruby Johnson, Honourary Member Emeritus  
Parks Commissioner Rainy Kent  
Parks Commissioner Mikelle Saskamoose (Alternate)

### City Staff:

Ms. Deborah Tuyttens, Museum Services Supervisor  
Ms. Rebecca Pasch, City Archivist  
Ms. Lisa Codd, Heritage Planner  
Administrative Officer

## ENVIRONMENT COMMITTEE

The Environment Committee advises Council on issues related to environmental matters, including policy recommendations to ensure the City meets urgent environmental targets and goals in recognition of the current climate emergency. Foundational documents, including the Burnaby Environmental Sustainability Strategy (ESS), the Official Community Plan (OCP), the Community Energy and Emissions Plan (CEEP), and the Corporate Strategic Plan (CSP), inform and provide context for the priorities and actions of the Committee.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor Joe Keithley, Chair  
Councillor Colleen Jordan, Vice Chair  
Councillor James Wang, Member  
Ms. Mary Lumby, Resident Representative  
Ms. Tara Shushtarian, Resident Representative  
Ms. Cynthia Van Ginkel, Resident Representative  
Mr. Andrei Zawadzki, Resident Representative  
Ms. Tessa Vanderkop, Burnaby Board of Trade  
Trustee Peter Cech, Burnaby Board of Education  
Mr. Jerry Muir, Community Relations Manager, BC Hydro  
Mr. Darin Wong, Community and Indigenous Relations Manager, Fortis BC  
Ms. Deborah Harford, Executive Director, Adaption to Climate Change Team, SFU  
Climate Solutions Fellow

### City Staff:

Mr. Dipak Dattani, Director Corporate Services  
Ms. Erica Lay, Climate Action and Energy  
Mr. Tauseef Waraich, Manager Green Fleet and Equipment  
Ms. Heather Edwards, Manager – Parks Planning, Design & Development  
Ms. Simone Rousseau, Manager Infrastructure  
Mr. Erik Schmidt, Manager Solid Waste and Recycling  
Mr. Mark Sloat, Ecosystem Planner  
Administrative Officer

## EXECUTIVE COMMITTEE OF COUNCIL

The Executive Committee of Council advises on:

- the provision of grants to help cultural, athletic and volunteer assistance groups that provide a service or promote activities that are beneficial to Burnaby's residents;
- First Nations reconciliation;
- City's Corporate Strategic Plan;
- Council procedures;
- organization structure and organizational policy changes;
- special initiatives to bring recognition to the City;
- deal with human resources and labour relations matters;
- reviews compensation/benefits requests regarding Senior Exempt Staff;
- reviews award nominations and makes final recipient recommendations for Local Heroes and Citizen of the Year awards;
- reviews any other matters referred by Council

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor Sav Dhaliwal, Chair  
Mayor Mike Hurley, Vice Chair  
Councillor Pietro Calendino, Member  
Councillor Joe Keithley, Member  
Councillor James Wang, Member

### City Staff:

Mr. Chad Turpin, Acting City Manager  
Mr. Dipak Dattani, Director Corporate Services  
Ms. Noreen Kassam, Director Finance  
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Mr. Ed Kozak, Director Planning & Building  
Mr. David Jordan, Art Services Manager  
Administrative Officer



## FINANCIAL MANAGEMENT COMMITTEE

The Financial Management Committee oversees the planning and construction of major civic buildings, and advises on the City's annual budget, expenditures, land use and taxation, and strategic policy goals, objectives and action items, as outlined in the Burnaby Economic Development Strategy (EDS) 2020, to ensure the City's goals of maintaining value, quality and resident satisfaction. The Committee also approves the use of the City's Gaming Reserve Fund.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Mayor Mike Hurley, Chair  
Councillor Sav Dhaliwal, Vice Chair  
Councillor Pietro Calendino, Member  
Councillor Joe Keithley, Member  
Councillor James Wang, Member

### City Staff:

Mr. Chad Turpin, Acting City Manager  
Mr. Dipak Dattani, Director Corporate Services  
Mr. Leon Gous, Director Engineering  
Ms. Noreen Kassam, Director Finance  
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Mr. Ed Kozak, Director Planning & Building  
Mr. Dave Critchley, Director Public Safety & Community Services  
Mr. Tim Van Driel, Manager Civic Building Projects  
Administrative Officer

## **INTERNATIONAL RELATIONS AND FRIENDSHIP CITIES COMMITTEE**

The International Relations and Friendship Cities Committee acts as an advisory body for international relations and the Sister/Friendship City program, and assists Council in exploring opportunities for mutual economic and cultural benefits with other cities across the globe.

**MEETING DAY/DATE:** At the call of the Chair

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor James Wang, Chair  
Councillor Pietro Calendino, Vice Chair  
Councillor Dan Johnston, Member

### City Staff:

Ms. Elaine Wong, Executive Assistant to Mayor  
Administrative Officer

## PARCEL TAX ROLL REVIEW PANEL

The Parcel Tax Roll Review Panel approves new charges for Sewer Parcel and Local Area Service Taxes. Property owners who provide advance written notice to the Panel are given the opportunity to appeal the Local Area Service Frontage and Sewer Parcel Tax assessments. The assessments confirmed by the Panel form the basis for the Local Area Services and Sewer Assessment Tax Rolls.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO FILE AN APPEAL:** To have an appeal considered by the Panel, property owners must submit a written notice outlining the reasons for appeal 48 hours prior to the time indicated on the Assessment Notice for the Parcel Tax Roll. Appeal requests are submitted to the Tax Office.

### Members:

Mayor Mike Hurley, Chair  
Councillor Sav Dhaliwal, Vice Chair  
Councillor Pietro Calendino, Member  
Councillor Colleen Jordan, Member  
Councillor Joe Keithley, Member

### City Staff:

Ms. Noreen Kassam, Director Finance  
Ms. May Phang, Assistant Director, Engineering Infrastructure & Development  
Mr. Richard Rowley, Assistant Director, Finance Revenue Services  
Administrative Officer

## **PARKS, RECREATION AND CULTURE COMMISSION**

The Parks, Recreation and Culture Commission is delegated administrative powers of Council relating to parks and parks property. The Commission has the authority to authorize expenditures, select consultants and contractors and incur liabilities within the amounts included in the annual budget. The Commission has the custody, care and management of all parks and parks property as well as the power to develop, maintain and operate same.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received in the Parks Administration Office at least seven business days prior to the Commission meeting. The request must include the name of the speaker, address, contact information and the subject to be discussed.

**NOTE: All Commissioners' mail is directed to: 101 - 4946 Canada Way, Burnaby, BC V5G 4H7**

### Members:

Councillor Sav Dhaliwal, Chair  
Commissioner Barbara Larkin, Deputy Chair  
Councillor James Wang, Member  
Commissioner Gary Cheng  
Commissioner Stace Dayment  
Commissioner Rainy Kent  
Commissioner Claire Preston  
Commissioner Mikelle Sasakamoose  
Commissioner Dan Staschuk  
School Trustee Christine Cunningham, Burnaby Board of Education

### City Staff:

Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Ms. Karin Hung, Senior Current Planner  
Ms. Kathryn Matts, Commission Secretary

## PLANNING AND DEVELOPMENT COMMITTEE

The Planning and Development Committee advises Council on transportation planning, affordable housing, City land leasing for non-market and special needs housing, planning issues for residential land use, and reports on the impacts of federal and provincial policies on the aforementioned topics.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor Pietro Calendino, Chair  
Councillor Sav Dhaliwal, Vice Chair  
Mayor Mike Hurley, Member  
Councillor Joe Keithley, Member  
Councillor James Wang, Member

### City Staff:

Mr. Dipak Dattani, Director Corporate Services  
Mr. Ed Kozak, Director Planning & Building  
Ms. Lee-Ann Garnett, Assistant Director, Long Range Planning  
Ms. May Phang, Assistant Director Engineering, Infrastructure Services  
Mr. Johannes Schumann, Assistant Director, Current Planning  
Mr. Al Namazi, Manager, Realty and Lands  
Administrative Officer

## PUBLIC LIBRARY BOARD

The Burnaby Public Library Board is legislated under the Library Act of B.C. and members are appointed by Council. Council approves the budget for the Board, but in most respects the Public Library Board operates as an autonomous body.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** Persons wishing to appear before the Board should make written application to the Chief Librarian's Office, indicating the substance of their enquiry seven days prior to the regularly scheduled meeting. Presentations to the Board by delegations shall be limited to ten minutes with additional time for questions of the delegation from Trustees at the discretion of the Chair.

**NOTE: All Board members' mail is directed to: Bob Prittie Metrotown Branch, 6100 Willingdon Avenue, Burnaby, BC V5H 4N5**

### Members:

Mr. Jeffery Yu, Chair  
Mr. Gene Blishen, Vice Chair  
Councillor Dan Johnston, Member  
Ms. Surena Bains, Resident Representative  
Ms. Sarah Bartnik, Resident Representative  
Mr. Chris Dong, Resident Representative  
Mr. Matt Foley, Resident Representative  
Mr. Ernest Kashima, Resident Representative  
Ms. Mandy Yang, Resident Representative

### City Staff:

Ms. Beth Davies, Chief Librarian  
Ms. Sharon Notarrigo, Administrative Assistant

## **PUBLIC SAFETY COMMITTEE**

The Public Safety Committee collaborates with the Burnaby Detachment RCMP, City Departments, and external stakeholders to implement and promote public safety programs and initiatives while providing an opportunity for the public to have input into community safety priorities.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor James Wang, Chair  
Councillor Dan Johnston, Vice Chair  
Councillor Joe Keithley, Member  
Ms. Anne Harvey, Resident Representative  
Ms. Linda Liu, Resident Representative  
Mr. Craig McKee, Resident Representative  
Mr. Heymann Yip, Resident Representative  
Mr. Paul Holden, Burnaby Board of Trade  
Mr. Cory Redekop, Burnaby Board of Trade - Alternate  
Trustee Larry Hayes, Burnaby Board of Education  
Ms. Lisa Bruschetta, Vice Chair, District #1 CPAC  
Mr. Aki Ediriweera, Chair, District #2 CPAC  
Ms. Tazul Nisha Ali, Chair, District #3 CPAC  
Ms. Mary Gates, Chair, District #4 CPAC

### City Staff:

Mr. Chris Bowcock, Fire Chief  
Mr. Dave Critchley, Director Public Safety and Community Services  
Supt. Graham De la Gorgendiere, Acting Officer-in Charge, RCMP Burnaby  
Sgt. Lorena Rostie, Strategic Planning NCO, RCMP Burnaby  
Administrative Officer

## **SIMON FRASER LIAISON COMMITTEE**

The Simon Fraser Liaison Committee liaises with Simon Fraser University on matters of common interest.

**MEETING DAY/DATE:** At the call of the Co-Chairs

Members:

All Members of City Council

City Staff:

Mr. Chad Turpin, Acting City Manager  
Mr. Dipak Dattani, Director Corporate Services  
Mr. Leon Gous, Director Engineering  
Ms. Noreen Kassam, Director Finance  
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Mr. Ed Kozak, Director Planning and Building  
Mr. Dave Critchley, Director Public Safety & Community Services  
Ms. Beth Davies, Chief Librarian  
Ms. Elaine Wong, Mayor's Office  
Administrative Officer



## **SOCIAL PLANNING COMMITTEE**

The Social Planning Committee advises Council on a variety of social issues including but not limited to: leasing space at Burnaby's community resource centres, the needs of seniors, youth, families, ethnic groups, LGBTQ2S+, persons with disability and socioeconomic equity issues. The committee also recommends inclusivity policies and initiatives as they relate to the aforementioned groups. Foundational documents including the Social Sustainability Strategy, the Official Community Plan, and the Corporate Strategic Plan, inform and provide context for the priorities and actions of the Committee.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor Colleen Jordan, Chair  
Councillor Joe Keithley, Vice Chair  
Councillor James Wang, Member  
Mr. Roberto Fasciana, Resident Representative  
Mr. Élie Lubendo, Resident Representative  
Ms. Doris Mah, Resident Representative  
Ms. Monique Nelson, Resident Representative  
Trustee Ryan Stewart, Burnaby Board of Education  
Mr. Sherman Chan, Burnaby Inter-Agency Council  
Ms. Antonia Beck, Burnaby Inter-Agency Council  
Ms. Leanne Appleton, Burnaby Inter-Agency Council

### City Staff:

Ms. Cindy Chang, Manager, Recreation Services  
Ms. Lee-Ann Garnett, Assistant Director, Long Range Planning (alternate)  
Ms. Margaret Manifold, Senior Social Planner  
Administrative Officer

## TRAFFIC SAFETY COMMITTEE

The Traffic Safety Committee advises on ways to improve safety on Burnaby roads and street for pedestrians, cyclists and drivers.

**MEETING DAY/DATE:** [Calendar](#)

**HOW TO APPEAR AS A DELEGATION:** A written request must be received by Administrative Officer in the Clerk's Office by noon on the Wednesday a week prior to a meeting and must include the name of the speaker, address, contact information and the subject to be discussed.

### Members:

Councillor Dan Johnston, Chair  
Councillor James Wang, Vice Chair  
Councillor Joe Keithley, Member  
Mr. Leaf Alifu, Resident Representative  
Ms. Grace Lai, Resident Representative  
Ms. Lindy McQueen, Resident Representative  
Mr. Saeed Michael Nasiryan Sr., Resident Representative  
Ms. Sue Tench, Resident Representative  
Mr. Paul Holden, Burnaby Board of Trade  
Mr. Cory Redekop, Burnaby Board of Trade (Alternate)  
Trustee Gary Wong, Burnaby Board of Education  
Mr. Shamsuddin Chowdhury, District Parent Advisory Council  
Mr. Tom Webster, Road Safety Coordinator, ICBC  
Mr. Ken Robb, HUB

### City Staff:

Mr. Doug Louie, Assistant Director Engineering, Transportation Services  
Mr. Stu Ramsey, Manager Transportation Planning  
Administrative Officer