# FINANCIAL MANAGEMENT COMMITTEE MINUTES

**Thursday, 2015 April 23**

An 'Open' meeting of the Financial Management Committee was held in the Council Committee Room, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Thursday, **2015 April 23** at 4:15 p.m.

## 1. CALL TO ORDER

PRESENT: Councillor Dan Johnston, Chair
Councillor Colleen Jordan, Vice Chair
Councillor Paul McDonell, Member

STAFF: Mr. Chad Turpin, Deputy City Manager
Mr. Lambert Chu, Deputy City Manager
Mr. Lou Pelletier, Director Planning and Building
Ms. Denise Jorgenson, Director Finance
Mr. Leon Gous, Director Engineering
Mr. Dave Ellenwood, Director Parks, Recreation and Cultural Services
Ms. Pat Tennant, Director Human Resources
Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 4:51 p.m.

## 2. MINUTES

**a)** **Minutes of the Open meeting of the Financial Management Committee held on 2015 March 26**

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT the minutes of the 'Open' meeting of the Financial Management Committee held on 2015 March 26 be adopted.

CARRIED UNANIMOUSLY

## 3. CORRESPONDENCE

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**a) Memorandum from the Human Resources Director**
**Re: External Learning and Education Program**

A memorandum was received from the Director Human Resources providing information about a new initiative endorsed by Management Committee to provide staff with opportunities and support for enhancing their formal education, such as acquiring certificates, diplomas and degrees, and to develop the City's workforce for the future.

**b) Memorandum from the City Clerk**
**Re: Renewal of the Licence and Operating Agreement for the Cameron Children's Centre**

A memorandum was received from the City Clerk advising that Council, at its Open meeting held on 2015 April 13, received the above noted report and REFERRED this report to the Financial Management Committee for review.

Arising from discussion, Councillor Jordan was granted leave by the Committee to introduce the following motion:

MOVED BY COUNCILLOR JORDAN:
SECONDED BY COUNCILLOR MCDONELL:

THAT the recommendation no. 1 in the report be AMENDED to enter into the licence and operating agreement until 2017 December 31.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT the report be forwarded back to Council.

CARRIED UNANIMOUSLY

## 4. REPORTS

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT the reports be received.

CARRIED UNANIMOUSLY

### a) Report from the Director Parks, Recreation and Cultural Services
**Re: Dr. Sun Yat-Sen Memorial**

The Director Parks, Recreation and Cultural Services submitted a report seeking approval to complete a civic memorial to Dr. Sun Yat-Sen in Central Park.

The Director Parks, Recreation and Cultural Services recommended:

1. THAT the Financial Management Committee request Council authorize the continuance of the detailed design through to complete construction of the Sun Yat-Sen Memorial, as outlined in this report.

2. THAT a copy of this report be advanced to the Parks, Recreation and Culture Commission for their information.

3. THAT a copy of this report be advanced to the International Relations & Friendship Cities Committee for their information.

4. THAT a copy of this report be sent to the Dr. Sun Yat-Sen Foundation for Peace and Education, c/o Mr. Kevin Shaoyi Xin.

MOVED BY COUNCILLOR JORDAN:
SECONDED BY COUNCILLOR MCDONELL:

THAT the recommendations of the Director Parks, Recreation and Cultural Services be adopted.

CARRIED UNANIMOUSLY

### b) Report from the Director Engineering
**Re: 2015 Engineering Capital Infrastructure Bylaw Funding Request**

The Director Engineering submitted a report requesting funding approval for various capital improvements.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council approve the capital expenditure of $3.045 million for various capital improvements, as outlined in this report.

2. THAT the Financial Management Committee recommend Council to authorize staff to bring down a bylaw in the amount of $3.041 million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of $140,000 to finance the capital programs as outlined in this report.

MOVED BY COUNCILLOR JORDAN:
SECONDED BY COUNCILLOR MCDONELL:

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

**c) Report from the Director Engineering**
**Re: 2015 Engineering Equipment Bylaw Funding Request**

The Director Engineering submitted a report requesting funding approval for Engineering equipment and new vehicles.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council approve the capital expenditure of $2.4666 million for various capital improvements, as outlined in this report.

2. THAT the Financial Management Committee recommend Council to authorize staff to bring down a bylaw in the amount of 2.790 million (inclusive of GST) to finance the capital equipment as outlined in this report.

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

**d) Report from the Director Finance**
**Re: 2015 Property Assessments, New Growth and Home Owner Grant Update**

The Director Finance submitted a report providing comparative information for 2015 Property Assessments, New Growth and Home Owner Grant eligibility.

The Director Finance recommended:

1. THAT the Financial Management Committee receive this report for information.

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

The Committee requested to add information to the report that there are additional 324 properties over the threshold that do not get grant in 2015, and forward same to Council.

## 5. NEW BUSINESS

### Councillor Johnston

Councillor Johnston noted that the Financial Management Committee will be also responsible for the school daycare facilities and parks projects with bonus density.

## 6. INQUIRIES

### Councillor Jordan

Councillor Jordan inquired regarding interest on gaming projects.

Staff undertook to provide information at the next meeting.

## 7. CLOSED

Public excluded according to Sections 90 and 92 of the Community Charter

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT this meeting do now recess.

CARRIED UNANIMOUSLY

The meeting recessed at 5:35 p.m.

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT this meeting do now reconvene.

CARRIED UNANIMOUSLY

The meeting reconvened at 5:45 p.m.

## 8. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL:
SECONDED BY COUNCILLOR JORDAN:

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open meeting adjourned at 5:45 p.m.

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|---|---|
| Blanka Zeinabova | Councillor Dan Johnston |
| ADMINISTRATIVE OFFICER | CHAIR |