



REVISED

FINANCIAL MANAGEMENT COMMITTEE

NOTICE OF OPEN MEETING

DATE: WEDNESDAY, 2017 FEBRUARY 22

TIME: 5:30 PM

PLACE: Council Committee Room, Burnaby City Hall

A G E N D A

1.	<u>CALL TO ORDER</u>	<u>PAGE</u>
2.	<u>MINUTES</u>	
a)	Minutes of the Open meeting of the Financial Management Committee held on 2017 January 25	1
3.	<u>REPORTS</u>	
a)	Report from the Director Engineering Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw Funding Request	10
b)	Report from the Director Engineering Re: 2017 Engineering Capital Infrastructure Bylaw Funding Request	14
c)	Report from the Director Finance Re: 2017 – 2021 Provisional Financial Plan (attachment provided on table)	18
d)	Report from the Director Finance Re: LGA Section 781 - Property Tax Write-Off	19
4.	<u>NEW BUSINESS</u>	
5.	<u>TABLED MATTER</u>	
a)	#17.14. - Crisis Intervention and Suicide Prevention Centre of BC Services to Burnaby Residents (Tabled 2017 February 16 at the Executive Committee of Council)	22

6. **INQUIRIES**

7. **CLOSED**

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

8. **ADJOURNMENT**



FINANCIAL MANAGEMENT COMMITTEE

MINUTES

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 Wednesday, **2017 January 25** at 4:00 p.m.

1. CALL TO ORDER

PRESENT: Councillor Dan Johnston, Chair
Councillor Paul McDonell, Member

ABSENT: Councillor Colleen Jordan, Vice Chair

STAFF: Mr. Lambert Chu, City Manager
Mr. Dave Critchley, Director Public Safety & Community Services
Mr. Leon Gous, Director Engineering
Mr. Lou Pelletier, Director Planning & Building
Ms. Shari Wallace, Chief Information Officer
Mr. Bob Klimek, Deputy Director Finance
Mr. Doug Spindler, Assistant Director – Treasury Services
Mr. Patrick Shek, Chief Building Inspector
Mr. John Cusano, Assistant Chief Building Inspector
Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 4:02 p.m.

2. MINUTES

- a) **Minutes of the Open meeting of the Financial Management Committee held on 2016 November 24**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the minutes of the Open meeting of the Financial Management Committee held on 2016 November 24 be adopted.

CARRIED UNANIMOUSLY

3. CORRESPONDENCE

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the correspondence be received.

CARRIED UNANIMOUSLY

a) Memorandum from the City Clerk
Re: Willingdon Linear Park Design and Public Consultation
Results

A memorandum was received from the City Clerk advising that Council, at the Open Council meeting held on 2017 January 23, received and adopted the above noted report providing an update on the Willingdon Linear Park design and the feedback received at the public open house, and seeking funding for the construction of the linear park.

4. REPORTS

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the reports be received.

CARRIED UNANIMOUSLY

a) Report from the Chief Information Officer
Re: 2017 Information Technology Capital Program

The Chief Information Officer submitted a report seeking approval for capital expenditure and funding bylaw for Information Technology Capital Program.

The Chief Information Officer recommended:

1. THAT Financial Management Committee recommend Council approve the capital expenditure of \$2,960,744 for the 2017 Information Technology program, as outlined in this report.
2. THAT Financial Management Committee recommend Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$3,099,096 (inclusive of GST of \$138,352) to finance the program.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

b) Report from the Director Engineering
Re: 2017 Capital Infrastructure Bylaw Funding Request -
Willingdon Infrastructure Upgrades

The Director Engineering submitted a report seeking funding approval for the Willingdon Infrastructure Upgrades.

The Director Engineering recommended:

1. THAT Council approve the capital expenditure of \$5.289M for the Willingdon Infrastructure Upgrades, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$5.536M (inclusive of GST) to finance the Willingdon Infrastructure Upgrades, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

c) Report from the Director Engineering
Re: 2017 Engineering Capital Building Infrastructure Bylaw
Funding Request

The Director Engineering submitted a report seeking funding approval for 2017 City facilities capital projects.

The Director Engineering recommended:

1. THAT Council approve the capital expenditure of \$3.923 Million for facilities capital projects, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$4.1065 Million (inclusive of GST) to finance the capital projects, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

d) Report from the Director Engineering
Re: 2017 Engineering Capital Infrastructure New Vehicle and
Equipment Acquisition Bylaw Funding Request

The Director Engineering submitted a report seeking funding approval for 2017 Engineering New Vehicles/Equipment.

The Director Engineering recommended:

1. THAT Council approve the capital expenditure of \$3.715M for New Vehicle and Equipment acquisitions, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$3.889M (inclusive of GST) to finance the capital acquisitions outlined in this report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

e) Report from the Director Engineering
Re: 2017 Engineering Capital Infrastructure Replacements
Bylaw Funding Request

The Director Engineering submitted a report seeking funding approval for 2017 Engineering capital infrastructure replacement.

The Director Engineering recommended:

1. THAT Council approve the additional capital expenditure of \$6.352 Million for infrastructure capital improvements, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$2.395 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$0.529 Million (inclusive of GST) and the Waterworks

Utility

Capital Fund the amount of \$3.725 Million (inclusive of GST) to finance the capital programs, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

f) Report from the Director Engineering
Re: 2017 Engineering Capital Infrastructure Design and Early
Tender Projects Bylaw Funding Request

The Director Engineering submitted a report seeking funding approval for 2017 Engineering capital infrastructure design and early tender projects.

The Director Engineering recommended:

1. THAT Council approve capital expenditures of \$0.959 Million for infrastructure capital improvements, as outlined in this report.
2. THAT Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$0.451 Million (inclusive of GST), and the use of Waterworks Utility Capital Funds in the amount of \$0.533 Million (inclusive of GST) to finance the capital programs, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

g) Report from the Director Finance
Re: 2017 BC Home Owner Grant Program

The Director Finance submitted a report providing information on the 2017 BC Home Owner Grant Program.

The Director Finance recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

h) Report from the Director Finance
Re: City Investments – 2016 Year End Report

The Director Finance submitted a report providing a 2016 Investment Program update and presenting the 2017 Investment Program forecast.

The Director Finance recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

i) Report from the Director Planning and Building
Re: “Burnaby Then and Now”
Celebrating Burnaby 125 with Heritage Markers

The Director Planning and Building submitted a report seeking approval and funding for a project to celebrate the City's 125th anniversary, as outlined in this report.

The Director Planning and Building recommended:

1. THAT the Committee request Council approval for an expenditure not to exceed \$60,000 (including 5% GST) from the City's Gaming Fund to implement the Burnaby 125 Heritage Marker project, as outlined in this report.
2. THAT a copy of this report be sent to the Parks, Recreation and Culture Commission and the Community Heritage Commission for information purposes.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendations of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

j) Report from the Major Civic Building Project Coordination Committee
Re: West Building Interior Renovation

The Major Civic Building Project Coordination Committee submitted a report seeking bylaw funding for the West Building Interior Renovation project.

The Major Civic Building Project Coordination Committee recommended:

1. THAT Financial Management Committee recommend Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$1,208,900 (inclusive of GST in the amount of \$57,567) to finance the West Building Interior Renovation project.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the Major Civic Building Project Coordination Committee be adopted.

CARRIED UNANIMOUSLY

k) Report from the Major Civic Building Project Coordination Committee
Re: City Hall / Deer Lake Precinct Parking Lots Project

The Major Civic Building Project Coordination Committee submitted a report seeking authorization to advance design of new parking facilities within the City Hall / Deer Lake precinct.

The Major Civic Building Project Coordination Committee recommended:

1. THAT Council be requested to authorize staff to initiate civil design for three parking lots and to bring down a Capital Reserves Expenditure Bylaw of \$650,000 (inclusive of 5% GST at \$30,954) to finance the expenditure.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the Major Civic Building Project Coordination Committee be adopted.

CARRIED UNANIMOUSLY

I) Report from the Major Civic Building Project Coordination Committee
Re: Edmonds Community Centre
Installation of a HVAC Unit

The Major Civic Building Project Coordination Committee submitted a report providing information regarding the proposed installation of HVAC to serve the lobby area of the Edmonds Community Centre.

The Major Civic Building Project Coordination Committee recommended:

1. THAT this report be received for information purposes.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the recommendation of the Major Civic Building Project Coordination Committee be adopted.

CARRIED UNANIMOUSLY

5. NEW BUSINESS

There was no new business brought before the Committee at this time.

6. INQUIRIES

There were no inquiries brought before the Committee at this time.

7. CLOSED

Public excluded according to Sections 90 & 92 of the Community Charter.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 4:41 p.m.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 4:45 p.m.

8. **ADJOURNMENT**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 4:45 p.m.

Blanka Zeinabova
ADMINISTRATIVE OFFICER

Councillor Dan Johnston
CHAIR



Meeting 2017 Feb 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 February 14

FROM: DIRECTOR ENGINEERING

FILE: 32000-05

SUBJECT: 2017 ENGINEERING CAPITAL INFRASTRUCTURE TRAFFIC
MANAGEMENT BYLAW FUNDING REQUEST

PURPOSE: To request funding approval for 2017 Traffic Management capital improvements.

RECOMMENDATIONS:

1. **THAT** Council approve the capital expenditure of \$1.849 Million for Traffic Management capital improvements, as outlined in this report.
2. **THAT** Council authorize staff to bring down a Capital Reserves bylaw in the amount of \$1.935 Million (inclusive of GST), to finance the capital programs as outlined in this report.

REPORT

The 2016 – 2020 Annual Financial Plan provides funding for various multi-year capital improvements. The 2017 component of the 2016 – 2020 Annual Financial Plan does not include these expenditures. Upon approval of this funding request by Council, these expenditures will be included in the 2017 – 2021 Annual Financial Plan (Transportation Section). In order to proceed in a timely manner with the contracts for design and construction, funding approval is requested for the below listed projects. Sufficient Capital Reserves are available to complete these works.

1.1 LED Streetlight Conversion – Phase II & III (EMH.0012 / .0015) \$488,200

- Funding for phase 3 installation of LED streetlight fixtures and completion of phase 2 LED street light fixture installation
- The LED streetlights will reduce energy use, reduce maintenance costs, and provide higher quality (white) light and last much longer than existing fixtures.
- BC Hydro Energy Savings Rebates will be applied for and if successful the return on investment is estimated to be over 200% with a payback period of less than 6 years.
- This is the third phase of the project and the conversion of the majority of streetlights in the City will be completed in phase 4 (2018).

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw
 Funding Request
 2017 February 14..... Page 2

1.3 Bus Shelter Program (EMF.0058) \$250,000

- Funding for new or replacement bus shelters to improve amenities for transit users.
- All old advertising bus shelters have been replaced and a review is underway to determine if we replace or refurbish existing old non-advertising shelters.
- Locations for bus shelters are determined based on the age of the existing infrastructure and benefit to transit users.
- New locations for advertising shelters are primarily based on transit usage at a bus stop.

1.4 Traffic Signal Control Device (EMF.0062) \$230,000

- Funding for the installation of a new traffic signal or upgrades to a full traffic signal to improve the operation of an intersection.
- Location of the traffic signal control devices are determined based on the operation of the intersection which includes an assessment of the traffic volumes, collision history, surrounding land uses, and comparison with other potential locations.

1.5 Parking Meter Equipment (EMG.0008) \$175,000

- Funding for City's ongoing infrastructure renewal program involving new or replacement parking meter equipment.
- In 2017, a portion of the funding will be used for the introduction of a mobile payment application and new parking meter equipment that accepts credit cards for increased customer convenience and better audit controls.
- The credit card enabled parking meters will focus on existing locations and single space meters. Multi-space parking equipment may be considered at new locations.

1.6 Traffic Signal Cabinet Replacement (EMF.0061) \$150,000

- Funding for the installation of replacement traffic signal control equipment and cabinets to maintain reliable traffic signal operation at all times.
- Replacement locations are determined based on the projected operating life, age of the equipment and tracking of emerging problems through regular maintenance.

1.7 Minor Traffic Management Projects (EMF.0063) \$100,000

- Funding for the potential installation of a wide variety of traffic control devices over the course of the year. The funding enables the City to be responsive to needs as they arise and to take advantage of cost efficiencies if completed in conjunction with existing projects underway. This includes the installation of special crosswalks or permanent traffic counters, adjustments to the roadway or existing traffic signals, or any other traffic control devices.
- In addition to staff initiatives, projects are often identified through public requests or a result of other work undertaken by city forces or third parties.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw
 Funding Request
 2017 February 14..... Page 3

1.8 Traffic Camera Replacement (EMF.0064) \$100,000

- Funding for the installation of replacement traffic signal cameras that are aging and less reliable. Traffic signal cameras, or optical vehicle detectors, are used to detect traffic and trigger the appropriate signal phase. They are often used instead of inductive loop detectors because they are unaffected by road work and one camera can detect multiple lanes. They are more expensive compared to inductive loops, and so are best suited for larger intersections with multiple lanes or in locations where there are ongoing disruptive road works.
- Replacement locations are identified by staff based on the age and model of existing equipment.

1.9 Traffic Signal Communication (EMF.0065) \$100,000

- Funding for the installation of replacement traffic signal communication equipment to allow continuous monitoring of traffic signals at City Hall. Many existing radios are beyond their useful life and are no longer reliable.
- Locations are determined based on the age of the equipment and recent maintenance history.

1.10 Street Light Pole Replacement Program LRN (EMH.0016) \$100,000

- Funding for the installation of replacement street light poles along the city's local road network where the existing pole has reached the end of its useful life, or where a pole has been damaged and there is no third party which can be pursued for recovery of costs.
- Locations are city wide and determined based on field inspections by Traffic staff.

1.11 Street Light Pole Replacement Program MRN (EMH.0017) \$75,000

- Funding for the installation of replacement street light poles along the city's major road network where the existing pole has reached the end of its useful life, or where a pole has been damaged and there is no third party which can be pursued for recovery of costs.
- Locations are city wide and determined based on field inspections by Traffic staff.

1.12 Audible Signals at Signalized Intersections (EMF.0060) \$50,000

- Funding for the installation of new or replacement audible signals to provide crossing guidance at signalized intersections for people with visual impairments.
- New locations are determined through public requests or identified by staff.
- Replacements are installed based on the age of the equipment or where they are malfunctioning.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Traffic Management Bylaw
 Funding Request
 2017 February 14..... Page 4

1.13 Emergency Vehicle Pre-Emption (EMF.0059) \$20,000

- Funding for new traffic signal emergency pre-emption installation on Boundary Road at Imperial/49th Street.
- Pilot installation program in coordination with the City of Vancouver as they operate and maintain the signal, but road is used by Burnaby Fire and RCMP as a major emergency response route.
- The Boundary corridor is expected to be completed the following year (17 signals) upon successful implementation of the pilot intersection.

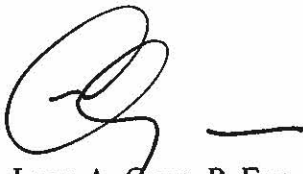
1.14 2014 Pole Replacement Program – MRN (EMH.0010) \$10,620

- Funding to complete the installation of replacement steel street poles identified in the 2014 Pole Replacement program that are beyond their useful life.

RECOMMENDATION:

It is recommended that Council approve the capital expenditure of \$1.849 Million for roadwork capital improvements, as outlined in this report and that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$1.935 Million (inclusive of GST) to finance the capital programs as outlined in this report.

Upon approval by Council, these expenditures will be included in the 2017 – 2021 Annual Financial Plan.



Leon A. Gous, P. Eng. MBA
 DIRECTOR ENGINEERING

FV/ac

Copied to: City Manager
 Director Finance
 City Solicitor



Item
Meeting..... 2017 February 22

COMMITTEE REPORT

TO:	CHAIR AND MEMBERS FINANCIAL MANAGEMENT COMMITTEE	DATE:	2017 February 14
FROM:	DIRECTOR ENGINEERING	FILE:	32000-05
SUBJECT:	2017 ENGINEERING CAPITAL INFRASTRUCTURE BYLAW FUNDING REQUEST		
PURPOSE:	To request approval and funding for 2017 Engineering capital infrastructure improvements.		

RECOMMENDATIONS:

1. **THAT** Council approve the additional capital expenditure of \$11.310 Million for infrastructure capital improvements, as outlined in this report.
2. **THAT** Council to authorize staff to bring down a Capital Reserves bylaw in the amount of \$7.679 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$2.328 Million (inclusive of GST) and the Waterworks Utility Capital Fund the amount of \$1.831 Million (inclusive of GST).

REPORT

The 2016-2020 Annual Financial Plan provides funding for various multi-year capital improvements. The 2017 component of the 2016-2020 Annual Financial Plan does not include these expenditures. Upon approval of this funding request by Council, these expenditures will be included in the 2017-2021 Annual Financial Plan (Infrastructure Projects section). In order to proceed in a timely manner with the contracts for design and construction, early approval is requested for the below listed projects. Sufficient Capital Reserves are available to complete these works.

1.0 2017 CAPITAL PROGRAM

For capital programs that have plan in both 2017 and 2018, the funding for both years is being raised here in order to be able to award upcoming contracts for construction.

1.1 Combined Sewer Separation Program

\$3,284,850

EJA.0015	Watermain Renewals	1,049,454
EKA.0015	Sanitary Main	1,949,076

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Bylaw
 Funding Request
 2017 February 14..... Page 2

EMC.0011	LRN	22,724
EMF.0051	Minor Traffic Mgmt Projects	27,269
ERA.0063	Gilmore, Union to Pender	<u>236,327</u>
		3,284,850

This sewer separation project is part of the City's ongoing infrastructure renewal program involving separation of combined sewer as required under the Liquid Waste Management Plan (ILWRMP). Sewer separation minimizes volumes of combined sewer over-flow to the environment and the amount of wastewater that needs to be treated resulting in better allocation of resources, lower energy use and reduced environmental impact.

To optimize the combined sewer separation program, this project also includes replacement of aged watermain alongside the affected sewers, where applicable. A total of 2.2km of watermain replacement is anticipated.

The separation of combined sewers also includes road rehabilitation on all affected streets and lanes.

1.2 South Central Burnaby Road Rehabilitation \$4,619,714

AEC.0015	Civic Communications Conduit	115,000
EJA.0015	Watermain Renewals	100,000
EJC.0008	Water Service Replacement	100,000
ELA.0022	Storm Sewers	55,000
EMA.0008	MRN	288,000
EMB.0008	MRN – Other Rehab	62,500
EMC.0011	LRN	3,044,214
EMD.0024	Sidewalk & Urban Trail	825,000
EMF.0045	Signals & Crosswalks	<u>30,000</u>
		4,619,714

The Local Road Network (LRN) Rehabilitation Program is part of the City's ongoing infrastructure renewal strategy to sustainably maintain local streets. Project locations are determined based on pavement condition information provided by the City's Pavement Management System and input from Operations.

1.3 Coordinated Works - Storm \$300,000

ELA.0025	Coordinated Works – Storm	300,000
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This project involves development coordinated works related to storm sewers and drainage. Through development services review, the Engineering Department may identify offsite improvements adjacent to development that are more effective and/or cost efficient to be delivered by or together with development projects.

To: Chair and Members Financial Management Committee
 From: Director Engineering
 Re: 2017 Engineering Capital Infrastructure Bylaw
 Funding Request
 2017 February 14..... Page 3

1.4 Thorne Ave **\$1,000,000**

ERA.0047 Thorne Development 1,000,000

To complete works and services required for a defaulted land development project at 6000 Thorne Avenue. Funding of this project comes from the development bond.

1.5 Future Year Pre-Design **\$2,105,000**

EJA.0016	Watermain Renewals	450,000
ELA.0026	Storm Sewers	100,000
ELD.0020	Dykes, Culverts & Watercourses	200,000
EKA.0016	Sanitary Main	275,000
ERA.0065	Douglas - Sprott to HWY 1	200,000
ERA.0068	Lougheed Hwy Upgr - Boundary to Gilmore	150,000
ERA.0067	Marine Dr – Royal Oak to Byrne Rd	150,000
EMC.0012	LRN	100,000
EMA.0009	MRN	100,000
ELA.0023	Coordinated Storm Mains	100,000
ELD.0018	Rain Garden Storm Water Mgmt	100,000
ERA.0069	Major Roads	50,000
EMJ.0010	Structures	50,000
EJB.0013	Pump Stns, Reservoirs, PRVs, Scada	50,000
ERA.0066	Empire - Gamma to Hastings	<u>30,000</u>
		2,105,000

In order to proceed with designs for the 2018 and future Capital Program, funding approval is requested now.

To: Chair and Members Financial Management Committee
From: Director Engineering
Re: 2017 Engineering Capital Infrastructure Bylaw
Funding Request
2017 February 14..... Page 4

2.0 RECOMMENDATION

It is recommended that Council approve the capital expenditure of \$11.310 Million for 2017 Infrastructure projects, as outlined in this report and that Council authorize staff to bring down a Capital Reserves Bylaw in the amount of \$7.679 Million (inclusive of GST), and draw from the Sanitary Sewer Capital Fund the amount of \$2.328 Million (inclusive of GST) and the Waterworks Utility Fund the amount of \$1.831 Million (inclusive of GST) to finance the capital programs as outlined in this report.

Upon approval by Council, these expenditures will be included in the 2017-2021 Annual Financial Plan.



Leon A. Gous, P.Eng., MBA
DIRECTOR ENGINEERING

FV/ac

Copied to: Director Finance



Meeting 2017 February 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 February 14

FROM: DIRECTOR FINANCE

FILE: 6500-40
Reference: Provisional Budget

SUBJECT: 2017 – 2021 PROVISIONAL FINANCIAL PLAN

PURPOSE: To provide the 2017 – 2021 Provisional Financial Plan.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council receive the 2017 – 2021 Provisional Financial Plan.

REPORT

The purpose of the 2017 – 2021 Provisional Financial Plan is to present Council's direction for the City over the next five years and to provide a basis for public consultation under Section 166 of the Community Charter. An advertisement will be placed in the local paper at the beginning of March 2017 for two consecutive weeks requesting Burnaby citizens to provide comments regarding the 2017 – 2021 Provisional Financial Plan. The 2017 – 2021 Provisional Plan is an *interim document* provided in advance of the City's 2017 – 2021 Annual Financial Plan. The 2017 – 2021 Annual Financial Plan requires adoption by 2017 May 15 and is used to set City tax levies in open Council as required under Sections 165 and 197 of the Community Charter.

The City is committed to financial, social and environmental sustainability. As a result, the 2017 – 2021 Provisional Financial Plan focuses on community safety and security, and maintaining and improving existing community facilities and City infrastructure. The Plan incorporates a proposed 2.95% property tax increase for 2017. This increase is required to fund operational and inflationary increases.

Estimates for the current year are based on available information at the time this Plan was prepared. Subsequent years' estimates may be increasingly less accurate but are an indication of priorities and will be updated annually in future financial plan documents.

for

Denise Jorgenson
DIRECTOR FINANCE

BK:NK/ml

Attachment: 2017 – 2021 Provisional Financial Plan

Copied to: City Manager
Members of Management Committee



Meeting 2017 Feb 22

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 February 15

FROM: DIRECTOR FINANCE

FILE: 7815-01

SUBJECT: LGA SECTION 781 – PROPERTY TAX WRITE-OFF

PURPOSE: To obtain Committee’s approval and recommendation to Council for the Write Off of Property Taxes as set out in this report.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council authorize staff to apply to the Minister of Community, Sport and Cultural Development to issue an order pursuant to Section 781 of the *Local Government Act* that has the effect of writing off the property taxes in the amount of \$17,160.64 (2016 December 31) that are outstanding for the property listed in Appendix A, attached to this report.

REPORT**1.0 BACKGROUND**

The *Local Government Act* stipulates that the municipal tax collector must conduct an annual “tax sale” during which each parcel of real property on which taxes are delinquent for a specified period of time is offered for sale by public auction. There are, however, certain circumstances whereby this mechanism is either not available or not a viable option for the collection of unpaid property taxes as follows:

Section 257 (1) of the Community Charter specifies that the “tax sale” process cannot be used as the recovery mechanism for property taxes owing on Crown land that is held under lease or licence

2.0 DISCUSSION

The property listed in Appendix A has unpaid property taxes for 2009 to 2013 and are now in a delinquent tax status. This property falls in the above-referenced category in relation to the use of the “tax sale” process to recover outstanding property taxes.

Over the years, staff has attempted to collect the outstanding tax balances but has been unsuccessful. The property is a vacant water lot and is no longer being assessed by the BC

To: Financial Management Committee
 From: Director Finance
 Re: LGA SECTION 781 – PROPERTY TAX WRITE-OFF
 2017 February 22 Page 2

Assessment Authority as a taxable property. BC Assessment has confirmed that the lease agreements have been terminated for the government-owned property that was being held under lease.

Under Section 781 of the *Local Government Act* Council can apply to the Minister of Community, Sport and Cultural Development to write off the outstanding property taxes. If this application is approved by the Minister, the City can write off its portion of outstanding property taxes receivable. The City would then be in a position to request reimbursement from other taxing authorities for the portion of property taxes already paid out by the City for this property. All administrative activities related to this property will then end, which will reduce on-going costs associated with maintaining the City's financial records. Appendix A documents the amount the outstanding property tax that remains unpaid on the property, totaling \$17,160.64, (as at 2016 December 31) of which \$11,765.13 is the City's portion.

3.0 RECOMMENDATION

It is recommended that the Financial Management Committee recommend that Council authorize staff to apply to the Minister of Community, Sport and Cultural Development to issue an order pursuant to Section 781 of the *Local Government Act* that has the effect of writing off the property taxes in the amount of \$17,160.64 that are outstanding for the property as listed in Appendix A.



for
 Denise Jorgenson
 DIRECTOR FINANCE

DJ:RR/mm

Copied to: City Manager
 Director Planning and Building
 Director Parks, Recreation & Cultural Services
 City Solicitor
 City Clerk
 Area Assessor, BC Assessment

Appendix A - Summary of Property Taxes Uncollectable by Means of Tax Sale

Roll #	Civic Address	Owners	Leaseholder
9999-5000-0006	1402-5000 Burrard Inlet	Vancouver Fraser Port Authority	Seaborne Investments Inc Ltd. C/O Intraland Corp

Tax Year	Assessment	City	School	GVTA	GVRD	BCA	MFA	Tax Levy	Penalties	Interest	Total Annual Charges
2016	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 925.41	\$ 925.41
2015	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 897.15	\$ 897.15
2014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 868.19	\$ 868.19
2013	\$ 131,800	\$ 1,246.99	\$ 817.16	\$ 196.24	\$ 19.15	\$ 23.87	\$ 0.07	\$ 2,303.48	\$ 236.10	\$ 675.30	\$ 3,214.88
2012	\$ 125,100	\$ 1,263.51	\$ 800.64	\$ 193.72	\$ 17.65	\$ 23.06	\$ 0.06	\$ 2,298.64	\$ 235.61	\$ 493.63	\$ 3,027.88
2011	\$ 124,700	\$ 1,250.83	\$ 823.02	\$ 200.59	\$ 19.09	\$ 23.64	\$ 0.06	\$ 2,317.24	\$ 237.51	\$ 321.08	\$ 2,875.83
2010	\$ 124,700	\$ 1,250.69	\$ 847.96	\$ 209.60	\$ 20.99	\$ 24.78	\$ 0.06	\$ 2,354.07	\$ 241.29	\$ 141.62	\$ 2,736.98
2009	\$ 124,700	\$ 1,237.17	\$ 872.90	\$ 215.68	\$ 20.19	\$ 25.26	\$ 0.06	\$ 2,371.27	\$ 243.05	\$ -	\$ 2,614.32
		\$ 6,249.19	\$ 4,161.68	\$ 1,015.83	\$ 97.07	\$ 120.61	\$ 0.32	\$ 11,644.70	\$ 1,193.56	\$ 4,322.38	\$ 17,160.64

<u>Other Authorities</u>	<u>City of Burnaby</u>	<u>Total</u>
<u>Portion</u>	<u>Portion</u>	
\$ 5,395.51	\$ 11,765.13	\$ 17,160.64

TABLED MATTER
2017 February 22

Item 3(b) – DELEGATIONS
Executive Committee of Council Open Meeting
held on 2017 February 16

(b) #17.14. – Crisis Intervention and Suicide Prevention Centre of BC
Services to Burnaby Residents

The Executive Committee of Council, at its Open meeting held on 2017 February 16, heard a delegation from Crisis Intervention and Suicide Prevention Centre of BC providing an overview of services and programs, as well as the impact the Centre has in the region. The delegation requested a grant in support of the services provided to Burnaby residents.

Request:	Unspecified	CPA:	2016 - Denied
			2015 - Denied
			2014 - \$4,000

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JOHNSTON

THAT this grant request be now TABLED.

CARRIED UNANIMOUSLY

This grant request was TABLED to allow Committee members the opportunity for further review.

The Chair advised regarding the upcoming new structure of the Committee, and further requested to forward this matter to the Financial Management Committee meeting on 2017 February 22.



Delegation - Feb. 16

604-872-3311

Toll Free: 1-866-661-3311

www.youthinbc.com

604-872-1811

17.14.

February 6th, 2017

ATTN: Chair of Executive Committee of Council

Dear City of Burnaby Executive Committee of Council Members,

On behalf of the Crisis Intervention and Suicide Prevention Centre of BC (Crisis Centre), this letter serves as a request to appear as a delegation before the Executive Committee of Council. In attendance will be Sandy Biggerstaff, Executive Director, and Kyle Tiney, Director of Development & Communications. The Crisis Centre is requesting the opportunity to present to the Committee our Burnaby services and programs, and by extension, convey the impact we have in the region. In the past, the City of Burnaby has been a generous supporter of Crisis Centre programs and initiatives; last year, we were unsuccessful in furthering this funding partnership. Looking forward to 2017, the Crisis Centre would like to explore ways to ensure alignment of our programs with the City of Burnaby and continue a meaningful partnership for future years.

The Crisis Centre utilizes a holistic approach to suicide prevention in our communities, always working to further our mandate of empowering individuals to help themselves and others in times of distress. Each year, our Youth Distress Services are accessed by thousands of Burnaby residents who are seeking targeted, non-judgmental youth support by highly trained volunteers, as well as informative resources regarding suicide prevention. By remaining adaptive to specific needs such as this and striving to create suicide-safer communities in Burnaby and beyond, we are able to break down stigma surrounding suicide, showing youth they are not alone.

If you have any questions regarding this letter, please do not hesitate to contact me or any of the speakers directly at 604.872.1811 or alternatively you may reach me by my email at kvazman@crisiscentre.bc.ca. Thank you for your time and consideration, and I look forward to further correspondence.

Sincerely,

Kaan Yazman
Development Coordinator
Crisis Intervention and Suicide Prevention Centre of BC