



## **FINANCIAL MANAGEMENT COMMITTEE**

### **MINUTES**

An Open meeting of the Financial Management Committee was held in the Council Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on Tuesday, **2017 June 20** at 4:00 p.m.

#### **1. CALL TO ORDER**

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

ABSENT: Councillor Anne Kang, Member

STAFF: Mr. Lambert Chu, City Manager  
Mr. Leon Gous, Director Engineering  
Ms. Noreen Kassam, Director Finance  
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Mr. Ed Kozak, Deputy Director Planning & Building  
Ms. Shari Wallace, Chief Information Officer  
Mr. John Cusano, Deputy Chief Building Inspector  
Ms. Blanka Zeinabova, Administrative Officer  
Ms. Monica MacDonald, Council Support Assistant

The Chair called the Open Committee meeting to order at 4:00 p.m.

#### **2. MINUTES**

- a) [Minutes of the Financial Management Committee  
Open meeting held on 2017 May 24](#)

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT the minutes of the Financial Management Committee Open meeting held on 2017 May 24 be adopted.

CARRIED UNANIMOUSLY

### 3. **CORRESPONDENCE**

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

a) **[Correspondence from UBCM](#)**  
**Re: Taxation of Employer-Provided Health Benefit Plans**

Correspondence was received from Mr. Gary MacIsaac, Executive Director, Union of BC Municipalities, in response to the City's position on taxation of employer-provided health benefit plans. Mr. MacIsaac advised this matter is of interest to UBCM as they administer a Group Benefit Program that provides coverage to 3,500 local government employees. The City's correspondence will be shared with the UBCM Presidents Committee, which is the group responsible for overseeing Member Benefit Program.

### 4. **REPORTS**

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR MCDONELL

THAT the reports be received.

CARRIED UNANIMOUSLY

a) **[Report from the Chief Information Officer](#)**  
**Re: Telephony System Replacement Project**

The Chief Information Officer submitted a report seeking approval for the remaining funding for the Telephony System Replacement Project.

The Chief Information Officer recommended:

1. THAT Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Bylaw in the amount of \$1,781,428 (inclusive of GST of \$79,528) for the Telephony System Replacement Project, as outlined in this report.

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

b) [Report from the Director Finance](#)  
**Re: Land Assembly and Development Capital Program**

The Director Finance submitted a report seeking approval for bylaw funding of \$7,000,000 for the Land Assembly and Development Program.

The Director Finance recommended:

1. THAT Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Bylaw in the amount of \$7,000,000 to finance the Land Assembly and Development Program.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

c) [Report from the Director Parks, Recreation & Cultural Services](#)  
**Re: Gaming Funds**

The Director Parks, Recreation & Cultural Services submitted a report seeking approval for the use of Gaming Funds for the placement of graffiti wrap on electrical and irrigation kiosks.

The Director Parks, Recreation & Cultural Services recommended:

1. THAT Financial Management Committee recommend Council approve the use of \$25,000 from Gaming Funds for graffiti wrap of Parks electrical and irrigation kiosks.

The Committee noted that this project was approved by Council during the annual budget process; therefore, this report is approved by the Committee only, and Council's further approval is not required.

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Parks, Recreation & Cultural Services be adopted.

- amended

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the motion be **AMENDED** to read as follows: 'THAT Financial Management Committee approve the use of \$25,000 from Gaming Funds for graffiti wrap of Parks electrical and irrigation kiosks.'

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Parks, Recreation & Cultural Services be adopted, AS AMENDED.

CARRIED UNANIMOUSLY

d) **Report from the Director Planning & Building**  
**Re: 2017 Planning Capital Bylaw Funding Request - Access Improvement Program**

The Director Planning & Building submitted a report seeking approval for bylaw funding for the 2017 Access Improvement Program (Edmonds Community Centre, Shadbolt Centre for the Arts, Bob Prittie Library, Willingdon Heights Community Centre, and Burnaby Lakes Sports Complex West).

The Director Planning & Building recommended:

1. THAT Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Bylaw in the amount of \$75,573.83 (including GST \$3,373.83) to finance the access improvement projects at City facilities, as outlined in Section 1.0 of this report.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the Director Planning & Building be adopted.

CARRIED UNANIMOUSLY

- e) [Report from the Director Public Safety & Community Services](#)  
**Re: 2017 RCMP - Improvements to Equipment Room/General Duty Room/Upper Plaza, Security Enhancements, and Video Briefing Boards**

The Director Public Safety & Community Services submitted a report seeking approval for bylaw funding for the RCMP detachment improvement and equipment enhancement projects.

The Director Public Safety & Community Services recommended:

1. THAT Financial Management Committee recommends Council approval for staff to prepare a Capital Expenditure Bylaw in the amount of \$189,000 (inclusive of GST) for the RCMP detachment improvement and equipment enhancement projects, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Public Safety & Community Services be adopted.

CARRIED UNANIMOUSLY

- f) [Report from the Director Public Safety & Community Services](#)  
**Re: 2017 Risk Management - Video Security & Monitoring Systems (New)**

The Director Public Safety & Community Services submitted a report seeking Committee approval for the use of Gaming Funds for a capital project.

The Director Public Safety & Community Services recommended:

1. THAT Financial Management Committee approve the use of \$135,000 from Gaming Funds to finance the capital project, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Public Safety & Community Services be adopted.

CARRIED UNANIMOUSLY

**5. NEW BUSINESS**

**Financial Report**

The Director Finance submitted 'Financial Report as at 2017 Period 5'.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT the Financial Report be received for information.

CARRIED UNANIMOUSLY

**Councillor Jordan**

Councillor Jordan referred to a memorandum from the Director Finance regarding the Update on Gaming Fund & Operating Gaming Interest Fund, and inquired regarding the amount of 2017 forecast income from Gaming Funds.

Staff advised that a conservative approach was taken on the income forecast.

Councillor Johnston inquired regarding the Green Team initiative – electric hand dryer.

Staff undertook to provide detailed information.

Councillor Johnston further inquired regarding the Festivals Burnaby grants, and the impact they have on the Engineering Department.

Staff undertook to provide a memorandum with the events break down.

**6. CLOSED**

[Public excluded according to Sections 90 & 92 of the Community Charter.](#)

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR CALENDINO

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 4:32 p.m.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR JORDAN

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 4:36 p.m.

**7. INQUIRIES**

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

**8. NEW APPLICATIONS**

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications be received.

CARRIED UNANIMOUSLY

**a) [#17.42. - Cerebral Palsy Association of BC](#)**  
*Art Without Limits*

An application was received from the Cerebral Palsy Association of BC requesting a grant to support two seasons of Art Without Limits program. This expressive arts program for children and youth with disabilities promotes self-expression, personal exploration, creativity and self-confidence, and increase social inclusion. The program will be offered to Burnaby children aged 5-18 from September to November 2017 and from January to March 2018, with classes taking place over 6-8 weeks for each session

Request: \$3,000

CPA: 2016 - No Application  
2015 - No Application  
2014 - No Application

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT this grant request be denied.

CARRIED UNANIMOUSLY

b) **#17.43.g - Burnaby Civic Employees' Union**  
*CUPE Local 23 Open Golf Tournament*

An application was received from the Burnaby Civic Employees' Union requesting an in-kind grant for a green fee waiver in support of the CUPE Local 23 Open Golf Tournament to be held on 2017 June 03 at Riverway Golf Course.

Request:	\$2,500 Green Fee Waiver	CPA:	2016 - Green Fee Waiver (\$1,200) 2015 - Green Fee Waiver (\$1,200) 2014 - Green Fee Waiver (\$1,200)
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MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT an in-kind grant for a green fee waiver up to the amount of \$2,500 be awarded to the Burnaby Civic Employees' Union for the CUPE Local 23 Open Golf Tournament on 2017 June 03 at Riverway Golf Course.

CARRIED UNANIMOUSLY

c) **#17.44. - Dragon Boat Canada U16/18 National Team**  
*2017 World Nations Dragon Boat Championships*

An application was received from the Dragon Boat Canada U16/18 National Team requesting a grant to assist with travel expenses for two (2) players and Burnaby residents (Daniel Wang and Jeffrey Lai from Burnaby South Secondary School) to participate at the 2017 World Nations Dragon Boat Championships to be held on 2017 July 27-30 in Divonne-Les-Bains, France.

Request:	Unspecified	CPA:	2016 - No Application 2015 - No Application 2014 - No Application
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MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$400 be awarded to the Dragon Boat Canada U16/18 National Team for travel expenses for two (2) players to participate at the 2017 World Nations Dragon Boat Championships to be held on 2017 July 27-30 in Divonne-Les-Bains, France.

CARRIED UNANIMOUSLY

d) **#17.45. - BC Lacrosse Association**

*2017 Canadian Lacrosse National Championships - Team BC Box and Field Lacrosse*

An application was received from the BC Lacrosse Association requesting a grant to assist with travel expenses for eight (8) Burnaby residents to compete in the 2017 Canadian Lacrosse National Championships (Box and Field Lacrosse). The 2017 Team BC Lacrosse teams and players are as follows:

- Female Midget Box Team - Nationals in Halifax, July 17-21  
Nicole Kuhn\* & Jamie Richards
- Female Bantam Box Team - Nationals in Halifax, July 17-21  
Emily Kuhn & Ava Regan
- Bantam Box Team - Nationals in Saskatoon, July 30 - August 4  
Joshua Gabriel
- PeeWee Box Team - Nationals in Whitby, August 6-12  
Ryden Evers & Jeremy Launt
- U15 Field Team - Nationals in Saskatoon, September 1-3  
Thomas Vela
- U19 Women's Field Team - Nationals in Halifax, July 22-24  
Nicole Kuhn\*

Request: Unspecified

CPA: 2016 - No Application  
2015 - \$875 (5 x \$175)  
2014 - \$875/\$175 (5 Field / 1 Box x \$175)

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR JORDAN

1. THAT a grant in the amount of \$350 be awarded to the BC Lacrosse Association – Female Midget Box Team to assist with travel expenses for Nicole Kuhn and Jamie Richards to compete in the 2017 Canadian Lacrosse National Championships held on 2017 July 17-21 in Halifax.
2. THAT a grant in the amount of \$350 be awarded to the BC Lacrosse Association – Female Bantam Box Team to assist with travel expenses for Emily Kuhn & Ava Regan to compete in the 2017 Canadian Lacrosse National Championships held on 2017 July 17-21 in Halifax.
3. THAT a grant in the amount of \$175 be awarded to the BC Lacrosse Association – Bantam Box Team to assist with travel expenses for Joshua Gabriel to compete in the 2017 Canadian Lacrosse National Championships held on 2017 July 30 - August 4 in Saskatoon.
4. THAT a grant in the amount of \$350 be awarded to the BC Lacrosse Association – PeeWee Box Team to assist with travel expenses for Ryden Evers & Jeremy Launt to compete in the 2017 Canadian Lacrosse National Championships held on 2017 August 6-12 in Whitby.
5. THAT a grant in the amount of \$175 be awarded to the BC Lacrosse Association – U15 Field Team to assist with travel expenses for Thomas Vela to compete in the 2017 Canadian Lacrosse National Championships held on 2017 September 1-3 in Saskatoon.
6. THAT a grant to the BC Lacrosse Association – U19 Women's Field Team to assist with travel expenses for Nicole Kuhn to compete in the 2017 Canadian Lacrosse National Championships held on 2017 July 22-24 in Halifax be denied.

CARRIED UNANIMOUSLY

e) **#17.46. - Metro Minor Ball Hockey Association**  
*2017 Western Challenge Cup*

An application was received from the Metro Minor Ball Hockey Association requesting a grant to assist with travel expenses for eleven (11) Burnaby residents on the U13 Team to compete in the 2017 Western Challenge Cup to be held on 2017 July 13-16 in Edmonton, Alberta.

Request: \$1,000

CPA: 2016 - No Application  
2015 - No Application  
2014 - No Application

MOVED BY COUNCILLOR  
SECONDED BY COUNCILLOR

THAT a grant in the amount of \$1,000 be awarded to the Metro Minor Ball Hockey Association U13 Team for travel expenses for 11 players to participate at the Western Challenge Cup to be held on 2017 July 13-16 in Edmonton, Alberta.

CARRIED UNANIMOUSLY

9. DEFERRED MATTER

a) [#17-L-006 - CCSA Canada Community Service Association](#)  
(Deferred 2017 May 24)

This grant request was DEFERRED to the June 20<sup>th</sup> meeting to allow Committee members the opportunity for further review.

d) **#17-L-006 - CCSA Canada Community Service Association**  
**2017 Chinese Cultural Heritage Festival & Vancouver Water-Splashing Festival**

An application was received from the CCSA Canada Community Service Association for the 2017 Chinese Culture Heritage Festival & the 9th Vancouver Water-Splashing Festival to be held on 2017 July 30 at Swangard Stadium. This one day free festival will showcase Chinese painting and calligraphy, cuisine, plays, choirs and dance performances, and martial arts. This festival connects and incorporates other multicultural community groups.

Request: \$25,000

CPA: 2016 - No Application  
2015 - No Application  
2014 - No Application

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR CALENDINO

THAT this grant request be DEFERRED.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT a Festivals Burnaby grant - *Large Scale Event* in the amount of \$10,000 be awarded to the CCSA Canada Community Service Association for the 2017 Chinese Cultural Heritage Festival & the Vancouver Water-Splashing Festival to be held on 2017 July 30 at Swangard Stadium.

CARRIED UNANIMOUSLY

**10. ADJOURNMENT**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 4:56 p.m.

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Blanka Zeinabova  
Administrative Officer

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Councillor Dan Johnston  
Chair