



FINANCIAL MANAGEMENT COMMITTEE

NOTICE OF OPEN MEETING

DATE: TUESDAY, 2017 JUNE 20

TIME: 4:00 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>	
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- 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)

c) **#17.44. - Dragon Boat Canada U16/18 National Team** 37
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

d) **#17.45. - BC Lacrosse Association** 38
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)

- e) **#17.46. - Metro Ball Hockey Association** 40
 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

9. **DEFERRED MATTER**

- a) **#17-L-006 - CCSA Canada Community Service Association** 42
 (Deferred 2017 May 24)

10. **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 May 24** at 5:30 p.m.

1. CALL TO ORDER

PRESENT: Councillor Dan Johnston, Chair
 Councillor Colleen Jordan, Vice Chair
 Councillor Pietro Calendino, Member
 Councillor Anne Kang, Member (*arrived at 5:43 p.m.*)
 Councillor Paul McDonell, 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. Lou Pelletier, Director Planning & Building
 Ms. Shari Wallace, Chief Information Officer
 Ms. Sheri Jack, Special Events Officer
 Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open Committee meeting to order at 5:40 p.m.

2. MINUTES

a) **Minutes of the Financial Management Committee**
Open meeting held on 2017 April 26

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT the minutes of the Financial Management Committee Open meeting held on 2017 April 26 be adopted.

CARRIED UNANIMOUSLY

3. DELEGATION

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the delegation be heard.

CARRIED UNANIMOUSLY

- a) **Volunteer Burnaby**
Re: Community Programming
Speakers: Jeffrey Scheffel, Community Developer
Puloma Kaushal & Navid Kumar, Volunteers

Mr Jeffrey Scheffel, Community Developer, Volunteer Burnaby, appeared before the Committee accompanied by volunteers Miss Puloma Kaushal and Mr. Navid Kumar. Mr. Scheffel thanked the City for support provided to the organization over the years.

Councillor Kang arrived at the meeting at 5:43 p.m.

The speaker noted that programming offered by Volunteer Burnaby has seen a significant growth and a positive impact on the City of Burnaby. Volunteers participate at a number of special events, i.e. Hats Off Day, Inclusion Festival, Edmonds City Fair, North Burnaby Community Fair, and many more.

Ms. Kaushal advised that she has been volunteering since 2014 with many organizations, at different events, and accumulated 250 hours. Staff at Volunteer Burnaby care about volunteers and provide a unique experience.

Mr. Kumar advised that he has also been volunteering since 2014 and accumulated 206 hours. Volunteering gives him a sense of pride and the ability to help new immigrants in the community.

Mr. Scheffel noted that Volunteer Burnaby provides robust volunteerism in Burnaby by having a special event team comprised of trained volunteers. Volunteers are provided with training, orientations, tools and resources in order to be able to provide high quality support to organizations at all events. VB HIVE – Special Event Team - was formed in May 2016. Volunteers are aged 16 – 25 years and must commit to at least three events over the year. To date, VB HIVE has 43 volunteers, contributed 826 hours and served at 22 community events.

In conclusion, the speaker advised that the website 'www.govolunteer.ca' has 41,500 unique visitors per months. It is the most active online database for volunteer opportunities in BC, and approximately 120 volunteer positions are listed in Burnaby on any given day.

4. PRESENTATION

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the presentation be heard.

CARRIED UNANIMOUSLY

a) Strategic Direction for the City's Data Network
Speaker: Shari Wallace, Chief Information Officer

Ms. Shari Wallace, Chief Information Officer, appeared before the Committee to review the City data network demands over the next 10+ years, and ways to address them as cost effectively as possible.

The speaker noted that the City increasingly relies on technology to operate and deliver services. The City needs a network to transport data quickly and cost effectively, otherwise it will slow down operations and frustrate citizens and businesses.

Ms. Wallace advised that the City's current network is comprised of 77 main network sites which includes 22 major sites (i.e. City Hall Complex, Fire Halls, Libraries, Works Yard) and 55 mid-sized sites (i.e. Parks facilities, malls, CPOs), as well as multiple network access points.

The speaker provided a brief overview of other Lower Mainland municipalities, as well as three options for the City: buy, build, or hybrid. It was noted that the best-fit approach seems to be hybrid, for the following reasons:

- City-owned fibre for facilities that are high traffic and/or of strategic importance;
- adopt a cost-effective approach to building City capacity by leveraging cost sharing opportunities as they arise; and
- retain commercial network services for non-critical or non-economic sites.

The Committee requested cost comparisons for three options (buy, build, hybrid) for a period of 25 years.

5. CORRESPONDENCE

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

a) Correspondence from the Heights Merchants Association BIA
Re: 2017-2018 HMA Budget and BIA Levy

Correspondence was received from Ms. Isabel Kolic, Executive Director, Heights Merchants Association, providing a budget summary for the coming year and requesting a partial advance payment of the levy, which assists in high cash flow period for Hats Off Day spending (May-July).

The Committee noted that a report from the Director Finance will be appearing on the Council agenda on 2017 May 29 to approve an advance of \$100,000 to the Heights Merchants Association to facilitate the 2017 Hats Off Day celebration.

b) Memorandum from the City Clerk
Re: Climate Accountability

A memorandum was received from the City Clerk advising that Council, at the Open Council meeting held on 2017 May 1, heard a delegation from Ms. Elsie Dean, BROKE, and Mr. Andrew Gage, West Coast Environmental Law regarding the impacts of climate change locally and globally, and REFERRED this matter to the Committee for further review and consideration.

The delegation noted that municipal infrastructure will need to adapt to accommodate environmental changes due to climate changes. Currently, the infrastructure costs are being born by taxpayers and not the corporations responsible for creating the pollution. The speakers advocated for a polluter-pay model reflective of the true cost of oil production, refinement and use. The speakers requested Council consider sending a letter to 20 of the world's largest fossil fuel companies asking them to pay for the climate costs that are being incurred by the City of Burnaby.

Arising from discussion and further review, the Committee noted no action to be taken at this time.

6. REPORTS

MOVED BY COUNCILLOR KANG
SECONDED BY COUNCILLOR JORDAN

THAT the reports be received.

CARRIED UNANIMOUSLY

a) Report from the Chief Information Officer
Re: Microsoft Software Licensing Agreement

The Chief Information Officer submitted a report seeking approval to renew a three (3) year contract with Microsoft Inc. for desktop, server and database software licences.

The Chief Information Officer recommended:

1. THAT the Committee recommend Council approve the award of a three (3) year contract to Microsoft Inc. for a total cost of \$2,149,378.96 including GST and PST in the amount of \$230,290.60, as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

b) Report from the Chief Librarian
Re: Library Capital Bylaw Request May 2017

The report was not provided at this time.

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

The Director Engineering submitted a report seeking approval and funding for multi-year Engineering capital infrastructure improvement projects.

The Director Engineering recommended:

1. THAT Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves bylaw in the amount of \$2,102,355.14 (inclusive of GST of \$93,855.14), and authorize staff to draw from the Sanitary Sewer Capital Fund the amount of \$732,710.28 (inclusive of GST of \$32,710.28) to finance Engineering capital infrastructure improvement projects, as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

d) Report from the Director Finance
Re: Gaming Funds and Density Bonus Funds

The Director Finance submitted a report seeking approval for the use of Gaming Funds and Density Bonus Funds for four capital projects (Burnaby Village Museum

Heritage Building Upgrades, Laurel Street Works Yard On-Site Contamination Cleanup, Brentwood Amenity Feasibility Study, Willingdon Linear Park).

The Director Finance recommended:

1. THAT Financial Management Committee recommend Council approve the use of \$859,400 in Gaming Funds and \$6,600,000 in Density Bonus Funds to fund four capital projects, as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

e) Report from the Fire Chief
Re: 2017 May - Fire Department Capital Funding Bylaw

This item was **WITHDRAWN** from the agenda prior to the meeting.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the Committee bring forward Item 9 – New Business for consideration at this time.

CARRIED UNANIMOUSLY

9. NEW BUSINESS

Councillor Jordan

Councillor Jordan advised that on Moscrop boulevard/median there are dead trees and shrubs, and requested staff to review recommended tree species.

Staff undertook to investigate.

Councillor Calendino

Councillor Calendino noted that at Confederation Park, a large cedar tree was cut down, as well as another five trees were cut down over the period of 5 to 7 years, and requested replacement of the evergreen trees as shade is needed.

Staff undertook to investigate.

Normal order of the agenda resumed.

7. NEW APPLICATIONS - FESTIVALS BURNABY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications – Festivals Burnaby be received.

CARRIED UNANIMOUSLY

Neighbourhood Events

a) #17-N-006 - Culture Chats BC Association
Intercultural Community Reading Festival

An application was received from the Culture Chats BC Association for the Intercultural Community Reading Festival to be held on 2017 September 21-23 at Tommy Douglas Library. This three day festival is comprised of workshops, readings and presentations to promote literary arts and English language literacy. This festival aims to reach diverse community members in Burnaby, and newcomers and their families. The activities include Intercultural Book Reviews, Intercultural Story Time and Learning through Games: Language and Literature, and will focus on the history of Burnaby 125 and Canada 150 celebrations.

Request: \$2,700

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

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT a Festivals Burnaby grant – Neighbourhood Event in the amount of \$1,000 be awarded to the Culture Chats BC Association for the Intercultural Community Reading Festival to be held on 2017 September 21-23 at Tommy Douglas Library.

CARRIED UNANIMOUSLY

b) #17-N-009 - North Burnaby Community Association
Burnaby North Community Fair

An application was received from the Burnaby North Community Association for the North Burnaby Community Fair to be held on 2017 July 22 at 740 Hammarskjold Drive, Burnaby. The fair promotes and celebrates community involvement in the Kensington neighbourhood. This free family friendly event

will include entertainment, demonstrations, games, activities, a BBQ and promotion of local businesses and not-for-profits.

Request: \$4,000

CPA: 2016 - \$1,000 (Neighbourhood Grant)
2015 - \$2,000 (Neighbourhood Grant)
2014 - \$2,000 (Neighbourhood Grant)

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a Festivals Burnaby grant – Neighbourhood Event in the amount of \$1,000 be awarded to the North Burnaby Community Association for the Burnaby North Community Fair to be held on 2017 July 22 at 740 Hammarskjold Drive.

CARRIED UNANIMOUSLY

Small Scale Events

c) #17-S-011 - Permai BC Association
Festival Alun-Alun 2017

An application was received from the Permai BC Association for the Festival Alun-Alun 2017 to be held on 2017 October 14 at Nikkei National Museum & Cultural Centre. Alun-Alun is a Javanese word for a large open common space found in villages, towns or cities in Indonesia that functions as the heart of the city where public spectacles, celebrations and entertainment are usually held. This festival will showcase traditional Indonesian dances, music, arts and crafts and cuisine. To celebrate the large ethnic diversity, the Association will extend invitations to engage other community/ethnic groups to participate at the festival through performances, booths and exhibits.

Request: \$8,200

CPA: 2016 - \$2,500 (Neighbourhood Grant)
2015 - \$3,000 (Neighbourhood Grant)
2014 - No Application

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT a Festivals Burnaby grant – Small Scale Event in the amount of \$2,500 be awarded to the Permai BC Association for the Festival Alun-Alun 2017 to be held on 2017 October 14 at Nikkei National Museum & Cultural Centre.

CARRIED UNANIMOUSLY

Large Scale Events

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 now **DEFERRED**.

CARRIED UNANIMOUSLY

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

e) #17-L-007 - Eurofest BC Society
European Festival

An application was received from the Eurofest BC Society for the European Festival to be held on 2018 May 26-27 at Swangard Stadium. The festival features diverse activities and entertainment for visitors of all ages and cultural backgrounds. Key activities include a flag parade and opening ceremony, heritage cultural performances, authentic costumes, cultural displays, a market place, activities and games for children, workshops, demonstrations and a European style food tent. The festival continues to focus on zero waste and is recognized for achieving a 95% diversion rate.

Request: \$25,000

CPA: 2016 - \$25,000 (Large Scale Grant)
2015 - \$25,000 (Large Scale Grant)
2014 - \$25,000 (Large Scale Grant)

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT a Festivals Burnaby grant – Large Scale Event in the amount of \$25,000 be awarded to Eurofest BC Society for the European Festival to be held on 2018 May 26-27 at Swangard Stadium.

CARRIED UNANIMOUSLY

f) **#17-L-008 - Korean Cultural Heritage Society**
Korean Cultural Heritage Festival

An application was received from the Korean Cultural Heritage Society for the 16th Annual Korean Cultural Heritage Festival to be held on 2017 August 5 at Swangard Stadium. This full day event includes an opening ceremony with special guest performances, live entertainment, food and souvenirs, and celebrates multiculturalism in Metro Vancouver.

Request: \$25,000

CPA: 2016 - \$17,000 (Large Scale Grant)
2015 - \$16,000 (Large Scale Grant)
2014 - \$15,000 (Large Scale Grant)

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a Festivals Burnaby grant – Large Scale Event in the amount of \$20,000 be awarded to the Korean Cultural Heritage society for the 16th Annual Korean Cultural Heritage Festival to be held on 2017 August 5 at Swangard Stadium.

CARRIED UNANIMOUSLY

8. NEW APPLICATIONS

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications be received.

CARRIED UNANIMOUSLY

a) **#17.28.p - Burnaby Arts Council**
3rd Annual Summer Arts Festival & 2nd Annual Park's Edge Paint Off

An application was received from the Burnaby Arts Council requesting an in-kind grant for printing of signage for the 3rd Annual Summer Arts Festival and

2nd Annual Park's Edge Paint Off. The Annual Summer Festival is a one day community event held outside at the Deer Lake Gallery on Saturday, 2017 July 8. The event includes an artisan market, outdoor sculpture exhibition, live painting competition, kids' hand-on workshop and face painting. The Annual Park's Edge Paint Off is a wonderful addition to the festival which features local artists competing to win. All proceeds from the events will go towards providing community support, resources and programming services to a diverse membership of individuals and arts groups, as well as improving and promoting the arts in the City of Burnaby.

Request: \$1,000
in-kind printing

CPA: 2016 - \$1,000 in-kind printing
(Deer Lake Craft Festival)
2015 - No Application
2014 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT an in-kind grant up to the amount of \$1,000 be awarded to the Burnaby Arts Council for printing of signage for the 3rd Annual Summer Arts Festival and 2nd Annual Park's Edge Paint Off.

CARRIED UNANIMOUSLY

b) #17.29. - Burnaby Family Life
Community Grant - Support for Burnaby Citizens

An application was received from Burnaby Family Life requesting a grant in support of services provided by the organization to all Burnaby citizens in 2017.

Request: \$20,000

CPA: 2016 - \$17,000
2015 - \$16,000
2014 - \$16,000

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$17,000 be awarded to Burnaby Family Life in support of services provided by the organization in 2017.

CARRIED UNANIMOUSLY

c) #17.30. - South Burnaby Metro Club U18 Strikers
Provincial Championship

An application was received from the South Burnaby Metro Club U18 Strikers soccer team requesting a grant to assist with travel expenses for 18 players and Burnaby residents to participate at the Provincial Championship to be held on 2017 July 6 - 9 in Vernon, BC.

Request: Unspecified CPA: 2016 - No Application
2015 - \$1,000 (U16 Strikers)
2014 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$1,000 be awarded to the South Burnaby Metro Club U18 Strikers soccer team for travel expenses for 18 players to participate at the Provincial Soccer Championship to be held on 2017 July 6 - 9 in Vernon, BC.

CARRIED UNANIMOUSLY

d) #17.31.p - Burnaby North Community Association
North Burnaby Community Fair

An application was received from the Burnaby North Community Association requesting an in-kind grant for printing of promotional material and signage for the North Burnaby Community Fair to be held on 2017 July 22 at Kensington Park. This neighbourhood event, celebrating community involvement, is a family friendly affair including a barbecue, games, entertainment and promotion of local businesses and non-profit organizations.

Request: \$1,000 CPA: 2016 - No Application
in-kind printing 2015 - No Application
2014 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT this grant request be denied.

CARRIED UNANIMOUSLY

This grant request was denied as the Burnaby North Community Association already received a grant (#17-N-009).

e) **#17.32. - Odyssey of the Mind**
World Finals (Buckingham, Montecito & Parkcrest Elementary)

An application was received from Ms. Holly Lloyd, Head Teacher/Coach, Montecito Elementary School, requesting a grant to assist with travel expenses for three teams from three schools to participate at the Odyssey of the Mind World Finals competition to be held on 2017 May 24 - 27 at Michigan State University.

Request:	Unspecified	CPA:	2016 - \$2,000 (\$1,000 per school)
			2015 - \$2,000 (\$1,000 per school)
			2014 - \$2,000 (\$1,000 per school)

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$1,000 be awarded to the Buckingham Elementary School for travel expenses for Team Odyssey of the Mind members to participate at the World Finals on 2017 May 24 – 27 in Michigan.

THAT a grant in the amount of \$1,000 be awarded to the Montecito Elementary School for travel expenses for Team Odyssey of the Mind members to participate at the World Finals on 2017 May 24 – 27 in Michigan.

THAT a grant in the amount of \$1,000 be awarded to the Parkcrest Elementary School for travel expenses for Team Odyssey of the Mind members to participate at the World Finals on 2017 May 24 – 27 in Michigan.

CARRIED UNANIMOUSLY

f) **#17.33. - Burnaby Residents Opposing Kinder Morgan Expansion (BROKE)**
Fossil Fuel Freedom Fest - Celebrate Resistance

An application was received from the Burnaby Residents Opposing Kinder Morgan Expansion (BROKE) requesting a grant in support of the Fossil Fuel Freedom Fest – Celebrate Resistance festival to be held on Sunday, 2017 May 28. The festival is part of the Walk 4 the Salish Sea! event (2017 May 25 – 28) which includes a march from Grandview Park, East Vancouver to the Kinder Morgan Westridge Marine Terminal and Westridge Park. The grant is to cover the site fees (\$50 for liability insurance and \$300 for the rental of two port-o-potties).

Request:	\$350	CPA:	2016 - No Application
			2015 - No Application
			2014 - No Application

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$350 be awarded to the Burnaby Residents Opposing Kinder Morgan Expansion (BROKE) for the Fossil Fuel Freedom Fest – Celebrate Resistance festival to be held on 2017 May 28 at Westridge Park.

CARRIED UNANIMOUSLY

g) #17.34. - Burnaby Meals on Wheels
Meal Delivery Service

An application was received from Burnaby Meals on Wheels requesting a grant to assist with the cost of providing home delivery service of nutritious hot and/or frozen meals to Burnaby residents who cannot prepare meals for themselves.

Request: \$9,000

CPA: 2016 - \$9,000
2015 - \$9,000
2014 - \$9,000

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$9,000 be awarded to Burnaby Meals on Wheels to provide home delivery service of nutritious meals to Burnaby residents in 2017.

CARRIED UNANIMOUSLY

h) #17.35. - Big Sisters of BC Lower Mainland
Mentoring Programs

An application was received from Big Sisters of BC Lower Mainland requesting a grant in support of mentoring services provided by the organization to girls in Burnaby for 2017.

Request: \$8,000

CPA: 2016 - \$5,000
2015 - \$4,000
2014 - \$4,000

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$5,000 be awarded to Big Sisters of BC Lower Mainland in support of mentoring services provided by the organization in 2017.

CARRIED UNANIMOUSLY

i) **#17.36. - Wesburn Youth Soccer Club Galaxy U14**
Provincial Championship

An application was received from the Wesburn Youth Soccer Club Galaxy U14 team requesting a grant to assist with travel expenses for 12 players and Burnaby residents to participate at the Provincial Championship to be held on 2017 July 6 - 9 in Vernon, BC.

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

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$1,000 be awarded to the Wesburn Youth Soccer Club Galaxy U14 team for travel expenses for 12 players to participate at the Provincial Soccer Championship to be held on 2017 July 6 - 9 in Vernon, BC.

CARRIED UNANIMOUSLY

j) **#17.37. - Volunteer Burnaby**
Community Programming

An application was received from Volunteer Burnaby requesting a grant to assist with the cost of community programming provided by the organization to the citizens of Burnaby in 2017.

Request: \$12,000 CPA: 2016 - \$12,000
2015 - \$12,000
2014 - \$12,000

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$12,000 be awarded to Volunteer Burnaby for programs and services to the citizens of Burnaby in 2017.

CARRIED UNANIMOUSLY

k) **#17.38. - South Burnaby Metro Club United FC U14**
Provincial Championship

An application was received from the South Burnaby Metro Club FC U14 team requesting a grant to assist with travel expenses for 14 players and Burnaby

residents to participate at the Provincial Championship to be held on 2017 July 6 - 9 in Vernon, BC.

Request: Unspecified

CPA: 2016 - No Application
2015 - \$1,000 (U16 Strikers)
2014 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT a grant in the amount of \$1,000 be awarded to the South Burnaby Metro Club United FC U14 team for travel expenses for 14 players to participate at the Provincial Soccer Championship to be held on 2017 July 6 - 9 in Vernon, BC.

CARRIED UNANIMOUSLY

I) #17.39. - Fortius Foundation
Kids Move

An application was received from the Fortius Foundation requesting a grant to assist with 'KidsMove' Burnaby Schools program. The program is free to attend, and uses cutting-edge sport science to help children aged 9-12 develop an active, healthy lifestyle. In collaboration with the Burnaby School District, the Foundation aims to bring 12 groups of 60 high vulnerability students (720 total) to Fortius to participate as part of their school day in the fall 2017. In addition, the Fortius will be providing professional development opportunities to Burnaby teachers to build the Physical and Health Education capacity in schools.

Request: \$5,000

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

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT this grant request be denied.

CARRIED UNANIMOUSLY

m) #17.40. - Big Brothers of Greater Vancouver
In-School & Teen Mentoring Programs

An application was received from Big Brothers of Greater Vancouver requesting a grant to assist with Burnaby prevention-based In-School Mentoring and Teen Mentoring Programs in 2017.

Request: \$5,000

CPA: 2016 - \$3,000
2015 - \$3,000
2014 - \$3,000

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$3,000 be awarded to Big Brothers of Greater Vancouver to assist with Burnaby In-School and Teen Mentoring Programs in 2017.

CARRIED UNANIMOUSLY

n) **#17.41. - South Burnaby Metro Club U13 Spartans**
Provincial Championship

An application was received from the South Burnaby Metro Club U13 Spartans team requesting a grant to assist with travel expenses for 12 players and Burnaby residents to participate at the Provincial Championship to be held on 2017 July 6 - 9 in Vernon, BC.

Request: Unspecified

CPA: 2016 - No Application
2015 - \$1,000 (U16 Strikers)
2014 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$1,000 be awarded to the South Burnaby Metro Club U13 Spartans team for travel expenses for 12 players to participate at the Provincial Soccer Championship to be held on 2017 July 6 - 9 in Vernon, BC.

CARRIED UNANIMOUSLY

9. **NEW BUSINESS**

This item of business was dealt with previously in the meeting.

10. **INQUIRIES**

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

11. **CLOSED**

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

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT this Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 7:18 p.m.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 7:25 p.m.

12. ADJOURNMENT

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 7:25 p.m.

Blanka Zeinabova
Administrative Officer

Councillor Dan Johnston
Chair

June 8, 2017

Dennis Back
City Clerk
City of Burnaby
Burnaby, BC V5G 1M2

Dear Mr. Back:

Subject: Taxation of Employer-Provided Health Benefit Plans

Thank-you for better advising of the City of Burnaby's position on taxation of employer-provided health benefit plans and for attaching the accompanying report from your Finance Management Committee.

This is also a matter of interest to UBCM as we administer a Group Benefit Program that provides coverage to 3,500 local government employees. We concur with the analysis provided in the report to your Financial Management Committee.

I will also ensure that your correspondence is shared with the UBCM Presidents Committee, which is the group responsible for overseeing our Member Benefit Program.

Sincerely,



Gary MacIsaac
Executive Director, UBCM



Meeting 2017 Jun 20

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 June 12

FROM: CHIEF INFORMATION OFFICER

FILE: 1810-03
Reference: Telephone Systems

SUBJECT: TELEPHONY SYSTEM REPLACEMENT PROJECT

PURPOSE: To obtain approval for the remaining funding for the Telephony System Replacement Project.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves 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.

REPORT**1.0 BACKGROUND**

Implementation of the City's current telephony system began in late 2007, becoming fully operational in early 2009. After nine years of operation, the system has reached the end of its useful life and is struggling to meet the needs of City departments, resulting in increased unplanned and extended outages. The primary purpose of the Telephony System Replacement Project is to update the legacy telephone system by implementing current Internet Protocol Telephony (IPT) technology in a secure, scalable and highly available manner. New telephony systems in the marketplace offer enhanced administration and reporting to streamline ongoing operations, as well as new customer features such as integrated messaging.

Based on the data and findings of the telecommunications study performed by IT, the following business drivers were established as project objectives:

1. Achieve improved reliability and resiliency across the entire phone system for non-emergency services.
2. Achieve superior survivability, reliability and business continuity for emergency services such as CAD/911 Dispatch and operations dispatch.
3. Achieve more effective management of communications services throughout the City.
4. Present a reliable and coherent strategy for call handling and messaging for both the public and City staff.
5. Utilize the new metrics and analytics provide by the system to better manage call response times and service delivery.

To: Financial Management Committee
From: Chief Information Officer
Re: Telephony System Replacement Project
2017 June 20.....Page 2

6. Mitigate potential Freedom of Information and Protection of Privacy Act (FOIPPA) concerns arising from the increased use of personal device and emerging technologies.

IT staff has started the process of selecting the new telephone system. Phased implementation of the new phone system across all City sites will begin late 2017 with completion targeted in 2019.

The Telephony System Replacement Project is included in the 2017 – 2021 Financial Plan and sufficient reserves are available to finance this project. An amount of \$708,000 was requested for this project under Bylaw No. 13762 to commence the RFP process. A contract award report will be brought to the Financial Management Committee in the fall of 2017. The remaining funding for future years of the project is being requested in advance to ensure timely implementation and execution of the project.

2.0 RECOMMENDATION

It is recommended that Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves 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.



Shari Wallace
CHIEF INFORMATION OFFICER

SW:BK /ml

Copied to: City Manager
Deputy City Manager
Director Finance



Meeting 2017 June 20

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 June 14

FROM: DIRECTOR FINANCE

FILE: 4700-01

SUBJECT: LAND ASSEMBLY AND DEVELOPMENT CAPITAL PROGRAM

PURPOSE: To request bylaw funding of \$7,000,000 for the Land Assembly and Development Program.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Bylaw in the amount of \$7,000,000.00 to finance the Land Assembly and Development Program.

REPORT

The Corporate and Tax Sale Land Reserve is used primarily for the servicing of municipal subdivisions and for the acquisition and development of lands which may be needed for municipal purposes. The Corporate and Tax Sale Land Reserve has an uncommitted balance of \$279,679,773.91 as at 2017 May 14. The Land Assembly Reserve, which is the appropriated amount from the Corporate and Tax Sale Land Reserve, allows for the timely execution of land acquisitions and demolitions upon Council approval.

The Land Assembly Reserve has an uncommitted balance of \$5,000,182.53 as at 2017 Accounting Period 05 (May 14). Subsequent to Period 05 closure, Council approved land acquisition and demolition expenditures of \$3,047,354.28, therefore leaving a balance at this time of \$1,952,828.25 in the Land Assembly Reserve. Schedule A provides a reconciliation of the Land Assembly Reserve.

RECOMMENDATION

It is recommended that the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves Bylaw in the amount of \$7,000,000.00 to finance the Land Assembly and Development Program.

A handwritten signature in black ink, appearing to read "Noreen".

Noreen Kassam
DIRECTOR FINANCE

NK:RM/wz

Attachment: Schedule A – Summary of Land Assembly & Development Costs, 2016 September 05 – 2017 May 14

Copied to: City Clerk
City Solicitor
Director Engineering
Director Planning & Building

SCHEDULE A**SUMMARY OF LAND ASSEMBLY & DEVELOPMENT COSTS****For the Period 2016 September 05 to 2017 May 14****Appropriated Funds Available**

Opening Balance 2016 September 05	\$ 1,663,342.81
LTO – Land Title Search Revenue	418.00
Bylaw 13647 – 2016 October	7,000,000.00
Total Appropriated Funds Available	<u>\$ 8,663,760.81</u>

Less Expenditures

Property Acquisitions	\$ 3,320,118.11
Demolition Costs	224,070.37
Transfer to DCC to Match Private Contributions	147,759.00
Land Development	283.92
Correction of Previous Period Expenditures	(28,653.12)
Total Expenditures	<u>\$ 3,663,578.28</u>

BALANCE REMAINING AT 2017 P5 (May 14)	\$ 5,000,182.53
Less Expenditures Since P5 to June 2, 2017	3,047,354.28
BALANCE REMAINING AT JUNE 2 2017	<u>\$ 1,952,828.25</u>
RECOMMENDED APPROPRIATION IN THIS PERIOD	\$ 7,000,000.00
FUNDS AVAILABLE FOR FUTURE PROGRAMS	<u>\$ 8,952,828.25</u>



Meeting 2017 Jun 20

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 June 08

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE: 01750-20

SUBJECT: GAMING FUNDS

PURPOSE: To request approval for the use of Gaming Funds for the placement of graffiti wrap on electrical and irrigation kiosks.

RECOMMENDATION:

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.

REPORT

The Parks, Recreation and Cultural Services Department has a significant number of electrical and irrigation kiosks in City Parks that are a target for graffiti.

There is a program in place to cover these kiosks with graffiti wrap for a number of years. In order to continue with this program, funding is requested from Gaming Funds for this purpose. This expenditure is included in the 2017-2021 Annual Financial Plan and there are sufficient Gaming Funds to fund this project.

It is recommended that the Financial Management Committee recommend Council approve the use of \$25,000 in Gaming Funds to finance the Graffiti Wrap Program.

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DH:tc
Graffiti Wrap Program for City Parks

Copied to: Director Finance



Meeting 2017 Jun 20

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 June 14

FROM: DIRECTOR PLANNING AND BUILDING

FILE: 1750 20
Reference: BAAC

SUBJECT: 2017 PLANNING CAPITAL BYLAW FUNDING REQUEST - ACCESS IMPROVEMENT PROGRAM

PURPOSE: To request bylaw funding for the 2017 Access Improvements Program.

RECOMMENDATION:

1. **THAT** Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves 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.

REPORT

On 2017 February 1, Council approved the proposed Burnaby Access Advisory Committee's (BAAC) 2017 Work Plan. The BAAC provides advice and direction to City staff on access and inclusion issues in Burnaby, and facilitates initiatives directed towards the improvement of City of Burnaby services and facilities to better accommodate persons with disabilities. The 2017 Work Plan includes various accessibility improvement projects as outlined in this report.

1.0 2017 ACCESS PROGRAM

Through the 2017 Work Plan staff, have identified priority accessibility and inclusion improvements at the following City facilities:

1.1 Edmonds Community Centre

Three projects will be completed at the Edmonds Community Centre to improve accessibility. Automatic doors will be installed at the accessible washroom on the main floor of the Centre, as well as at two accessible change room stalls in the Fred Randall Pool. The Centre will also purchase a stainless steel gurney to assist with transferring patrons with mobility issues in the Fred Randall Pool area.

1.2 Shadbolt Centre of the Arts

The Shadbolt Centre of the Arts will be upgraded with installation of automatic doors on the entrances to the south end washrooms. Currently, only washrooms at the north end of the building have automatic doors.

To: Financial Management Committee
 From: Director Planning and Building
 Re: 2017 Planning Capital Bylaw Funding Request -
 Access Improvement Grants
 2017 June 14 Page 2

1.3 Bob Prittie Library

The large and small study rooms on the second floor of Bob Prittie Library will be renovated to increase the size and improve the configuration of the rooms. These renovations will improve the accessibility of these high demand spaces.

1.4 Willingdon Heights Community Centre

The pathway from the handicap spaces in the Willingdon Heights Community Centre's parking lot to the Centre's main entrance will be improved.

1.5 Burnaby Lakes Sports Complex West

Accessibility upgrades to the sinks in multiple change rooms at the Burnaby Lakes Sports Complex West will be completed.

This report requests Council expenditure approval to advance accessibility improvement projects for City facilities as identified in the 2017 Work Plan. These expenditures are included in the approved 2017 – 2021 Financial Plan and sufficient Capital Reserves are available to fund the capital projects outlined in this report.

2.0 RECOMMENDATION

The City continues to enhance accessibility of its facilities and inclusion in services for all Burnaby residents. In 2017, this includes accessibility and inclusion improvements at several City facilities in each of Burnaby's four quadrants.

As such, it is recommended that the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves Bylaw in the amount of \$75,573.83 (including GST \$3,373.83) to finance the accessibility improvement projects at City facilities, as outlined in this report.



for: Lou Pelletier, Director
 PLANNING AND BUILDING

CS:sa

Copied to: City Manager



Meeting 2017 June 20

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 June 09

FROM: DIRECTOR PUBLIC SAFETY &
COMMUNITY SERVICES

FILE: 4220-03

SUBJECT: 2017 RCMP – IMPROVEMENTS TO EQUIPMENT ROOM/GENERAL
DUTY ROOM/UPPER PLAZA, SECURITY ENHANCEMENTS, AND
VIDEO BRIEFING BOARDS

PURPOSE: To obtain Committee and Council approval for bylaw funding for the RCMP
detachment improvement and equipment enhancement projects.

RECOMMENDATION:

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.

REPORT

The 2017 -2021 Annual Capital Plan provides funding for various capital improvement projects. In order to proceed with the work, funding approval is requested for the projects listed below. Sufficient Capital Reserves are available to complete these projects.

1.0 2017 Capital Program**1.1 Equipment Room Improvements ACX.0013 \$75,000**

Project Description: Create a central area for inventory control and equipment maintenance.

Project Scope: A large room is needed at Burnaby Detachment to house a variety of police and miscellaneous equipment.

The Detachment currently has a small room that has been continuously modified throughout the years to store weapons, portable radios, and other equipment. This project entails expanding the current Equipment Room to the adjacent Briefing Room and current General Duty Bag Room.

Once the larger space is created, storage shelving will be installed and a walk up counter constructed from where the various equipment will be issued. The secure card-swipe entry door may also need to be relocated from its current location.

To: Financial Management Committee
 From: Director Public Safety & Community Services
 Re: 2017 RCMP – Improvements to Equipment Room/General DutyRoom/Upper
 Plaza, Security Enhancements, and Video Briefing Boards
 2017 June 20..... Page 2

Furniture including a desk, table, and chair, and electronic equipment (telephone, computer, printer, and scanner) will need to be purchased.

Additional electrical wiring and data drops will be required as well as lighting and ventilation improvements.

1.2 General Duty Room Improvements ACX.0014 \$45,000

Project Description: This project involves modifying the offices for the Sergeant and Corporals as well as creating a centralized storage space for work-related items in the General Duty Room, resulting in a more functional work space.

Project Scope: This project includes removing the wall between the current Corporals' office and Sergeant's office in order to expand the Corporals' work space and creating a new office for the Sergeant adjacent to the Corporals' office. The Corporals' office is currently cramped and allows for only two Corporals to fit comfortably when there should be space for four. This plan will optimize the space in the General Duty Room.

This project also includes removing the current filing cabinet system used by General Duty members to store their paperwork, and constructing a cubbyhole system whereby the members can store their duty bags and paperwork. This will create a centralized location for the General Duty members to store all of their work-related items.

1.3 Upper Plaza Improvements ACX.0015 \$10,000

Project Description: This project entails the purchase and installation of tables and benches in the upper plaza area on the north side of Burnaby Detachment and as an extension to the seating areas already in place in the City Hall complex.

Project Scope: This project involves the purchase and installation of tables, matching those currently located in the City Hall courtyard and along the east walkway of City Hall. These tables are durable, will withstand all weather elements, and will require little maintenance.

Additional tables and benches will be purchased and installed to provide extra seating capacity.

The addition of the tables and benches in the upper plaza at Burnaby Detachment will afford a comfortable outdoor seating space for use by the public and staff. This project is an expansion to the seating already in place in the City Hall complex and will provide a consistent look to the area.

1.4 Security Enhancements ACY.0007 \$30,000

Project Description: In 2015, work was completed to provide additional parking for staff at the Detachment. The majority of the new parking stalls are beyond the coverage currently afforded by the surveillance camera system. While conducting investigations into recent security incidents, the lack of surveillance capability and inadequate lighting in the new parking areas were identified.

To: Financial Management Committee
 From: Director Public Safety & Community Services
 Re: 2017 RCMP – Improvements to Equipment Room/General Duty Room/Upper
 Plaza, Security Enhancements, and Video Briefing Boards
 2017 June 20..... Page 3

This project's objective is to ensure the entire Detachment footprint is covered by security technology with the installation of additional cameras and lighting. Components of the existing exterior lighting will also be enhanced as the cameras are newer generation with higher definition and imagery. This in turn will assist with the investigation of security incidents and breaches.

Project Scope: This project involves the purchase and installation of additional exterior security cameras as well as lighting improvements around the Detachment, particularly where new parking stalls have been created.

This project will ensure maintain the security footprint and protocols required at Burnaby Detachment.

1.5 Video Briefing Boards ACY.0008 \$20,000

Project Description: This project entails the purchase and installation of a video display board at each of the four Community Police Offices in order to provide current and consistent operational messaging throughout all Burnaby Police locations.

Project Scope: This project involves the purchase and installation of a 55" video display board at each of the four Community Police Offices in order to enhance internal communication. The video display boards will be linked to those already in place at Burnaby Detachment and will allow the Communications Strategist the ability to update operational data via remote access.

The Video Briefing Board program implemented at the main Detachment as a pilot has proven successful. The expansion of the program to the Community Police Offices will provide CPO members who are unable to attend briefings at the Detachment with the same crucial operational information on a time-sensitive basis.

2.0 RECOMMENDATION

It is recommended that Council approve the 2017 expenditure of \$180,000 and bring down a Capital Expenditure Bylaw to draw down \$189,000 from the Capital Reserves to finance the projects outlined above. The funding for this work is identified in the approved 2017 Annual Financial Plan.


 Dave Critchley
 DIRECTOR, PUBLIC SAFETY AND COMMUNITY SERVICES

DC: CH/TL

cc: City Manager
 Director Finance



Meeting 2017 June 20

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2017 June 12

FROM: DIRECTOR PUBLIC SAFETY &
COMMUNITY SERVICES

FILE: 23000-260

SUBJECT: 2017 RISK MANAGEMENT – VIDEO SECURITY & MONITORING
SYSTEMS (NEW)

PURPOSE: To obtain Committee approval for the use of Gaming Funds for a capital project.

RECOMMENDATION:

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

REPORT

The 2017 - 2021 Annual Capital Plan provides funding for various capital improvement projects. In order to proceed with the work, the use of Gaming Funds approval is requested for the project listed below. Sufficient Gaming Funds are available to complete this project.

1. 2017 Capital Program

<i>Video Security & Monitoring Systems</i>	<i>CDA.0009</i>	<i>\$135,000</i>
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Project Description:

Design and install video security monitoring systems at these facilities to the same standard as other facilities throughout the City. Video security & monitoring systems are used as a means of protecting City assets from theft, willful damage, and vandalism. They have proven over time to be an effective means to reduce losses and encourage positive behavior from all users and visitors, and creating a safer environment for all.

Project Scope:**The Burnaby Lake Sports Complex (\$115,000)**

This complex straddles Kensington Avenue on the east and west sides, and has grown into a world-class outdoor sports and recreation facility. According to current plans it will continue to grow, drawing ever-increasing numbers of user groups in various minor and adult amateur sports programs, leagues, and tournaments. The initial video security system for this vast complex will

To: Financial Management Committee
 From: Director Public Safety & Community Services
 Re: 2017 Risk Management – Video Security & Monitoring Systems (New)
 2017 June 20..... Page 2

include the structural assets as well as providing a strategic overview of the more wide-spread field/outdoor assets at this location.

Two Mobile Video Systems (\$20,000)

These self-contained digital video recording systems will allow the City to enhance security on an as and where needed basis. Special Events such as the Blues and Roots Festivals and other concerts that are staged at Deer Lake Park, sports and musical events at Swanguard Stadium, and the Giro de Burnaby are good examples of events/locations that would benefit from the availability of City owned mobile video systems designed for rapid deployment. Engineering also has the need for one or more of these systems to help curtail illegal dumping around the City.

2. RECOMMENDATION

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



Dave Critchley
 DIRECTOR, PUBLIC SAFETY AND COMMUNITY SERVICES

DC: CH/BH

cc: City Manager
 Director Finance

Clerk's Department
Burnaby City Hall
4949 Canada Way
Burnaby, B.C. V5G 1M2
c/o Administrative Officer I, Executive Committee of Council (Grants)

May 9, 2017

Dear City of Burnaby,

Thank you for the opportunity to request support for Art Without Limits, an expressive arts program for children and youth with disabilities delivered by the Cerebral Palsy Association of British Columbia and taking place in Burnaby.

Information concerning the aims and objectives of the organization

The Cerebral Palsy Association of British Columbia was started in 1954 by a group of parents who wanted to assist their children living with cerebral palsy to reach their maximum potential within society. Today we are an independent charitable organization (BN 10690 4204 RR0001) governed by a volunteer Board of Directors. We provide support, education, and information throughout BC. Our mission is:

- To raise awareness of cerebral palsy in the community;
- To assist those living with cerebral palsy to reach their maximum potential; and
- To work to see those living with cerebral palsy realize their place as equals in a diverse society.

We accomplish this mission through:

- advocacy;
- encouraging networking;
- educating members of the public about cerebral palsy;
- governing relations activities; and
- implementing programs for individuals with cerebral palsy.

The vision of the CPABC is to create a Life Without Limits for people with disabilities.

Our programs include:

Family and Individual Support - Information and referral specialist connects people with resources

Advocacy Support - Provided on an individual basis to people with disabilities

Navigator for Youth transitioning to Adult Services - Information, support and referral to services and resources for youth who are approaching the age of majority

Pre-Employment Training Program - Skill development for persons with disabilities in workshop and practical settings

Education Bursaries - Awarded to students living with CP pursuing post-secondary education or attending institutions of higher learning

Equipment & Assistive Devices Subsidies - financial assistance for people living with CP to purchase assistive devices and equipment

Camperships - Funding to assist individuals with CP to attend accessible summer camp

Adapted Yoga - Adapted exercises to increase strength and flexibility for youth with disabilities

Dance Without Limits - children with CP and other disabilities learn to dance in their own way

Expressive Arts (Visual) - Creative self-expression for children and youth with disabilities

Accessing CSIL - Information about how to access and manage Self-Directed Care

Community Connection Series - Brings the community together to connect with one another while learning about the latest research and services

Publications and Lending Library - A Guide to CP; Living with Cerebral Palsy; Putting the Puzzle Together; Legal Rights & Resources for People Living with CP & other disabilities

Disability Awareness Presentations - Presentations offered to schools, clubs, and other groups, about cerebral palsy and our programs

The Roundtable - newsletter provides up to date information on Association's activities

Youth Without Limits Support Group – a group for (but not limited to) youth and young adults between the ages of 13-29, facilitated by disabled youth specifically for their peers with disabilities

Self Defense Without Limits – a martial arts and self defense course to increase coordination, balance and overall strength. Participants will learn effective self defense and personal protection skills in a supportive and professional environment

Tea, Talk and Crumpets – a social and recreational group for seniors with disabilities

Financial information

We are requesting \$,3000 which will be used for instructors' fees, program supplies, volunteer supports, and venue. We also receive program funding from local foundations, corporate donations, and our own program funds raised through individual donations and special events.

Art Without Limits 2017-2018		
Expenditure	Description	Cost
Contractors' fees	Expressive arts instructor (\$60/hr x 16 hours)	\$ 960.00
Planning, organizing, outreach	To plan, outreach, coordinate and recruit volunteers (4 hrs/week x 40 weeks x \$20/hr)	\$ 3,200.00
Rent/utilities/telephone	Venue rentals, insurance, phone (\$120/week x 16 weeks)	\$ 1,920.00
Equipment/supplies	Paper, oil, pastels, tempura, brushes	\$ 600.00
Printing/photocopying	Intake, evaluation forms, etc.	\$ 100.00
Publicity/promotion	Advertising and outreach	\$ 750.00
Evaluation & Bookkeeping	Office Staff for program evaluation & bookkeeping	\$ 500.00
Other (specify)	Volunteer expenses/rides	\$ 250.00
Total Expenditure		\$ 7,830.00

Specify what the grant is to be used for

We are requesting support for two seasons of Art Without Limits, delivered free of charge to children and youth with disabilities in Burnaby.

Arts Without Limits is a transformative program for young people with disabilities to promote self-expression, personal exploration, creativity and self-confidence, and to increase social inclusion.

According to research, the premise of Expressive Arts is that art and its modes of expression are a way to explore and support transformation through the imagination. Expressive arts is an outlet for students' natural curiosity and passion to immerse themselves in creativity and the exploration of life as experienced in the personal and collective imagination. It can foster a quality of openness in the students whereby they are able to face up to themselves with insightful honesty, and are able to encourage and facilitate this quality in others they encounter. Emphasis is less on the "take-away" or take home craft or project, and more on the act of creation, group dynamics and personal expression. Time and energy is spent on building trust and relationships with students to allow them to open themselves to the creative process.

For up to half of children with a primary developmental disorder such as cerebral palsy, there is a secondary or "dual diagnosis" with a mental health issue, including depression, anxiety and psychosis. Children with disabilities often experience social isolation as a result of physical and financial barriers. Physical, cognitive and behavioral challenges can make it difficult to attend mainstream programs. This can lead to low self-esteem, as well as lack of full participation in greater society, and inability to fulfill their full potential. Opportunities for self-expression and social interaction with their peers can increase self-esteem and confidence, and decrease social isolation.

Research and anecdotal information from our members has shown there are very few programs which allow children living with cerebral palsy and other disabilities to enjoy recreational activities in a group

environment. The Multiple Sclerosis Society of Canada's Lower Mainland Chapter compiles a handbook of adapted recreation and leisure opportunities, and it includes only two other expressive arts programs in the lower mainland. Art Without Limits is therefore a unique program for children and youth in Burnaby.

We are excited to offer this supportive community activity. Our classes are offered free of charge, with all supplies provided. Classes are held at Artists Helping Artists, a program of the Burnaby Association for Community Inclusion. Our instructor is an experienced clinical counsellor, group facilitator, and art activity facilitator. She is a Registered Clinical Counsellor and Certified Expressive Arts Therapist who also has training as a Diversity Facilitator, a Bachelor of Arts in Psychology and a Master of Arts in Counselling Psychology.

The proposed program will run from September to November 2017 and from January to March 2018, with classes taking place over 6-8 weeks for each session. We will provide hands-on support for up to 8 students for each round, with ages ranging from 5 to 18.

"This is a great program. It is very accessibly and a comfortable environment for exploring for everyone. Thank you!" – program participant

"Art night is fun. It has social and creative aspects presented in a safe atmosphere. We feel welcome each time we come. We end up trying ideas that we have not tried. We meet other participants and develop connections in a relaxed yet productive environment." – program participant

Period for which the grant is requested

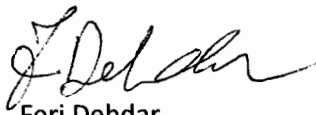
This program will run from September to November 2017 and from January to March 2018, with classes taking place over 6-8 weeks for each session. We will provide hands-on support for up to 8 students for each round, with ages ranging from 5 to 18.

Financial statements

Please see financial statements attached

Thank you for considering our application. If you require further information, or have any questions, please feel free to contact us.

Sincerely,



Feri Dehdar
Executive Director



BURNABY CIVIC EMPLOYEES' UNION

C.U.P.E. LOCAL 23

#114 -- 4940 Canada Way, BC V5G 4K6 Phone: 604-298-0200 email: admin@cupe23.ca

April 4, 2017

Chair and Members
Executive Committee of Council
Burnaby City Hall
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Chair and Members:

Re: CUPE LOCAL 23 OPEN GOLF TOURNAMENT – SATURDAY, JUNE 3, 2017

On behalf of CUPE23 and the organizing committee for the upcoming CUPE Local 23 Open Golf Tournament, I respectfully submit this request for a grant of \$2,500.00 in lieu of green fees for this tournament.

The golf tournament is to be held on **Saturday, June 3, 2017** at Riverway Golf Course and is a major fundraiser for Cupe Local 23's lunch program benefiting Burnaby children and our ongoing support of seniors' events. Our members are excited and looking forward to our tournament returning to the Riverway Golf Course.

The tournament is open to all members of CUPE Local 23, management staff, commission members and members of City Council.

I would like to thank you for your support and consideration of this request.

Sincerely,

Simon Challenger
President

SC/sm

moveup



U16/U18 NATIONAL TEAM
ÉQUIPE NATIONALE U16/U18

DRAGON BOAT CANADA
BATEAU-DRAGON CANADA

DBCUI8@GMAIL.COM | WWW.DRAGONBOAT.CA
1 ATHLETES WAY, VANCOUVER, BRITISH COLUMBIA, CANADA V5Y 0B1

2017 IDBF WORLD NATIONS DRAGON BOAT CHAMPIONSHIPS
2017 FIBD CHAMPIONNAT DU MONDE DE BATEAUX DRAGON

Mayor Derek Corrigan and City Council, c/o Administrative Officer I, Office of the City Clerk
4949 Canada Way
Burnaby, BC V5G 1M2

June 5, 2017

Dear Mayor Corrigan and Council,

It is our pleasure to contact you to let you know that Daniel Wang and Jeffrey Lai, young paddlers both from Burnaby South Secondary School, and residents of Burnaby, have been both named to the Dragon Boat Canada U16 and U18 National Teams, representing Canada this July in Divonne-les-Bains, France at the 2017 World Nations Dragon Boat Championships.

The Dragon Boat Canada U16 and U18 National Teams brings together Canadian paddlers under 18 years old from across the country in the spirit of teamwork and competition. Team Canada's mission is to select and train paddlers to represent Canada at the IDBF World Championships, and also lead programming in their home communities that allows anyone to experience the positive benefits of paddling dragon boats.

These two young Burnaby residents qualified for Team Canada by undergoing DBC U18's most competitive selection process ever. We hope that the community can join us in congratulating, recognizing, and supporting these two paddlers on their amazing achievement.

We are requesting that City Council directly support these two athletes through the City Grant for Recreational Sport for athletes at an international level. Funds from Burnaby directly will go towards offsetting part of Daniel and Jeffrey's travel costs and Championship registrations.

Participating in sport is expensive after adding up training costs, race registration, equipment, and travelling to the competition, not to mention the time pressures of studying and training for an experience like this. Burnaby's support for both Daniel and Jeffrey eases the financial burden of representing Canada on the world stage, and makes it possible for both of them to be a part of this once-in-a-lifetime experience.

We know you will join us in congratulating the exceptional achievements of these young members of the Burnaby community, and now, the newest members of Team Canada.

Sincerely,

Dominic Lai, M.A., B.A.
Team Canada U16/U18 Program Director

Anthony Sze, B.Kin.
Team Canada U16/U18 Program Director



British Columbia Lacrosse Association

#101 - 7382 Winston Street, Burnaby, BC V5A 2G9 • Tel: (604) 421-9755 • Fax: (604) 421-9775

June 13, 2017

TO: The Executive Committee of Council
City of Burnaby
c/o Mr. Dennis Back, City Clerk, City Clerk's Office

Re: Request for Financial Assistance:
2017 Canadian Lacrosse National Championships - Team BC Box and Field Lacrosse

The BC Lacrosse Association is in preparation for the 2017 Canadian Lacrosse National Championships for five Team BC Box Lacrosse, two Team BC Men's Field Lacrosse and one Team BC Women's Field program in various locations across Canada.

There are **eight 2017 Team BC Lacrosse Athletes** who live in Burnaby, one who is participating on the Female Box and Women's Field U19 Team:

2017 Team BC – Female Midget Box Team – Nationals in Halifax July 17-21, 2017

Nicole Kuhn
Jaime Richards

2017 Team BC – Female Bantam Box Team - Nationals in Halifax July 17-21, 2017

Emily Kuhn
Ava Regan

2017 Team BC – Bantam Box Team – Nationals in Saskatoon July 30-Aug 4, 2017

Joshua Gabriele

2017 Team BC – PeeWee Box Team – Nationals in Whitby August 6-12, 2017

Ryden Evers
Jeremy Launt

2017 Team BC – U19 Women's Field Team – Nationals in Halifax July 22-24, 2017

Nicole Kuhn (please note that Nicole is also a Team BC Female Midget Box Athlete)

2017 Team BC – U15 Field Team – Nationals in Saskatoon Sept 1-3, 2017

Thomas Vela

While the BC Lacrosse Association does offset a small amount of the expenses and teams do fundraise, most of the burden of financial responsibility of the expenses (i.e., equipment, accommodations, meals, ground transportation, etc.) fall onto the parents whose children are participating in these programs. This year, we anticipate the direct cost per player to be approximately \$2,600 per player, depending on the cost of travel and the amount of fundraising that each team does.

It would be greatly appreciated if you would consider providing a grant to each of these athletes who will be representing Burnaby and the Province of BC in July and August.

If you require any further information, please do not hesitate to contact me at (604) 421-9755 Ext. 4.
Thank you for your consideration of this request.

Sincerely,
British Columbia Lacrosse Association

A handwritten signature in blue ink, appearing to read 'Rochelle Winterton', with a long horizontal line extending to the right.

Rochelle Winterton
Executive Director



Metro Ball Hockey Association

June 13, 2017

Financial Management Committee
c/o Office of the City Clerk
4949 Canada Way
Burnaby, BC V4G 1M2

To the Financial Management Committee:
Re: Request for Recreational – Sports Grant

This letter is sent on behalf of the Metro Minor Ball Hockey Association (MMBHA) and is a request for a grant to partially pay for travel expenses incurred by the MMBHA U13 team for the Western Challenge Cup held in Edmonton, Alberta.

Specifically, the request is for \$1,000. 11 of the 16 players on the MMBHA U13 team are residents of Burnaby and all players are under 21 years of age. MMBHA is a registered user of Burnaby rinks, practicing and playing at Kensington Arena and Burnaby Lake Arena.

Additional Information

The following provides additional information regarding this request for a grant. The MMBHA is a ball hockey association that provides youth with a safe, affordable and fun filled spring sport each year. The background of the players is usually hockey (i.e. Burnaby Minor Hockey Association) but some come from a soccer background as well. Ball hockey is a fantastic way for athletes from different sports to play together in the spring/summer season.

The MMBHA U13 team will compete in the Canadian Ball Hockey Association Western Challenge Cup (WCC). The WCC is the competitive championship for minor ball hockey teams from BC, Alberta, Saskatchewan and Manitoba. The WCC is an incredible experience for minor ball hockey players and MMBHA teams have been WCC champions in the past few years.

For the past three years, the WCC was held in the Lower Mainland and teams incurred very little in travel costs. This year, the WCC is being held in Edmonton, Alberta from July 13 to 16, 2017. This is adding greatly to the travel costs that will be incurred by the team.

Financial Statement

The costs are estimated to be as follows:

Hotel costs - \$12,000 (5 nights at \$150 per night for 16 players)
Food - \$1,640 (16 players plus 25 adults at \$40 per day each)
Airfare - \$12,300 (16 players plus 25 adults at \$300 per ticket)
WCC Fee - \$850
Practice Floor times - \$500
Jerseys - \$1,200 (16 players at \$75 per player)
TOTAL ESTIMATED COST - \$28,490


June 14, 2017
Page 2

Summary

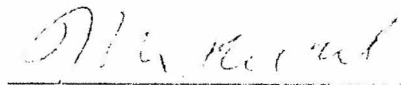
To summarize, because the WCC is being held in Edmonton this year, the team will incur significant travel costs and is seeking a grant from the City of Burnaby to partially offset those costs. The U13 team is seeking a grant of \$1000.

Thank you for considering this request and please do not hesitate to contact Timothy Walker at 604-641-2927 should you have any questions regarding this request.

Sincerely,



Timothy Walker
Manager, U13 Minor Team
Metro Minor Ball Hockey Association



Paul Hundal, President
On Behalf of Association Executives
Metro Minor Ball Hockey Association



**TABLED MATTER
2017 JUNE 26**

Item 7(d) – NEW APPLICATIONS - FESTIVALS BURNABY
 Financial Management Committee Open Meeting
held on 2017 May 24

**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 now DEFERRED.

CARRIED UNANIMOUSLY

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



Meeting 2017 May 24

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2017 MAY 11

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES **FILE NO:** 02410-20

SUBJECT: **FESTIVALS BURNABY PROGRAM – LARGE SCALE EVENT**
17-L-006 CCSA CANADA COMMUNITY SERVICE ASSOCIATION

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from CCSA Canada Community Service Association for 2017 Chinese Cultural Heritage Festival and The 9th Vancouver Water-Splashing Festival to be held on 2017 July 30 be received.

REPORT

Festivals and Special Events: Large Scale Event

Grant File 17-L-006: CCSA Canada Community Service Association

Application Received: 2017 March 15
 Project Budget: \$83,400
 Project Request: \$ 25,000

Previous Support: New festivals Burnaby Grant Applicant

An application request for \$25,000 has been received from CCSA Canada Community Service Association for 2017 Chinese Culture Heritage Festival & The 9th Vancouver Water-Splashing Festival to be held 2017 July 30 at Swangard Stadium. This one day free festival will showcase Chinese painting and calligraphy, Chinese cuisine, Chinese plays, choirs and dance performances and martial arts. This festival connects and in-cooperates other multicultural community groups.

To: *Financial Management Committee*
From: *Director Parks, Recreation & Cultural Services*
Re: *Festivals Burnaby Program –Large Scale Event*
2017 May 11..... Page 2

CCSA Canada Community Service Association's mission is to provide services to the Chinese community and promote Chinese culture.

The application has been completed in full. Festivals Burnaby funds would be allocated toward eligible project expenses related to programming, marketing/promotions and administration.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:sj:tc
17-L-006 CCSA Canada Community Service Association