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 Thursday, **2017 September 14** at 5:30 p.m.

1. CALL TO ORDER

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

ABSENT: Councillor Pietro Calendino, Member

STAFF: Mr. Lambert Chu, City Manager
Mr. Leon Gous, Director Engineering
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Mr. Lou Pelletier, Director Planning & Building
Mr. Dave Critchley, Director Public Safety & Community Services
Mr. Bob Klimek, Deputy Director Finance
Ms. Sheri Jack, Special Events Officer
Ms. Blanka Zeinabova, Administrative Officer

The Chair called the Open meeting to order at 5:30 p.m.

2. MINUTES

a) **Minutes of the Financial Management Committee Open meeting held on 2017 July 05**

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the minutes of the Financial Management Committee Open meeting held on 2017 July 05 be adopted.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT Item 9 – New Application – Festivals Burnaby, and Item 10 – New Applications be brought forward for consideration at this time.

CARRIED UNANIMOUSLY

9. NEW APPLICATION - FESTIVALS BURNABY

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the New Application – Festivals Burnaby be received.

CARRIED UNANIMOUSLY

a) #17-N-011 – Burnaby North Road Business Improvement Association

Korean Community Day

An application was received from Burnaby North Road Business Improvement Association for Korean Community Day 2017 to be held on 2017 September 23 at 4501 North Road (the Korean Mall). This annual event showcases Korean businesses in the area and invites the neighbourhood to join in the day of activities that consist of martial arts, a tea garden, and entertainment in the form of women's drumming groups, a K-Pop contest, live music, art walks and a family fun park.

Request: $5,000

CPA: 2016 - $3,500 (Neighbourhood Grant)
2015 - $3,000 (Neighbourhood Grant)
2014 - $3,000 (Neighbourhood Grant)

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT a grant in the amount of $3,500 be awarded to Burnaby North Road Business Improvement Association for Korean Community Day to be held on 2017 September 23 at 4501 North Road.

CARRIED UNANIMOUSLY

10. NEW APPLICATIONS

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications be received.

CARRIED UNANIMOUSLY

a) #17.49. - Vancouver International School of Music

Winter Lighting Display Collaboration

An application was received from the Vancouver International School of Music (VISM) requesting financial or venue support to bring winter lighting displays to Burnaby. The lightings will create remarkable night experience and become a new tourism landmark for both locals and tourists, attracting numerous visitors and generating great reputation.

Request: Unspecified

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

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT this grant request be denied.

CARRIED UNANIMOUSLY

b) #17.50. - South Burnaby Lawn Bowls Club

Purchase of a Defibrillator

An application was received from the South Burnaby Lawn Bowls Club to assist with the purchase of defibrillator to be installed in the clubhouse at 4000 Kingsway, Burnaby. The organization represents a significant contribution to the Burnaby community by providing a sport that can be enjoyed by all. The game attracts valued seniors; therefore the Club's objective is to ensure their safety and access to emergency equipment when required.

Request: $2,000

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

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT this request be **REFERRED** to the Parks, Recreation and Cultural Services staff for further review.

CARRIED UNANIMOUSLY

c) #17.52. - AIESEC Canada Inc.
2017 Western Regional Conference

An application was received from AIESEC Canada Inc. requesting a grant to assist with the costs of organizing the 2017 Western Regional Conference to be held on 2017 October 6 – 8 at the Delta Hotels by Marriott in Burnaby. This three-day annual conference attracts over 150 ambitious and motivated youth leaders from the eight AIESEC chapters across Western Canada – University of British Columbia, Simon Fraser University, University of Victoria, University of Calgary, University of Alberta, University of Manitoba, Mount Royal University, and University of Saskatchewan, and features a stimulating environment that provides self-discovery, teamwork, mentorship, and networking opportunities.

Request: Unspecified

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

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT this grant request be denied.

CARRIED UNANIMOUSLY

d) #17.51. - Burnaby Barracudas Summer Aquatic Club
BCSSA Summer Aquatics Championships

An application was received from Burnaby Barracudas Summer Aquatics Club requesting a grant to assist with travel expenses for 74 athletes and Burnaby residents to participate at the BCSSA Summer Aquatics Championships held on 2017 August 14 – 20 in Kamloops, BC.

Request: Unspecified

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

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT a grant in the amount of $1,000 be awarded to Burnaby Barracudas Summer Aquatics Club to assist with the athletes' travel expenses to participate at the BCSSA Summer Aquatics Championships held on 2017 August 14 – 20 in Kamloops, BC.

CARRIED UNANIMOUSLY

Normal order of the agenda resumed.

3. PRESENTATION

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the presentation be heard.

CARRIED UNANIMOUSLY

a) Proposed Cloud Strategy for the City

Speaker: Shari Wallace, Chief Information Officer

Ms. Shari Wallace, Chief Information Officer, appeared before the Committee providing an overview of cloud computing, a generic term for a broad range of IT services located in off-site data centres and accessed via the internet.

The speaker noted some of the benefits of cloud computing, i.e. remote locations for faster disaster recovery, the ability to rapidly scale up and/or down and best practice computing facilities. Cloud services are not additional or stand-alone, rather just a different way to implement technology.

Ms. Wallace advised that the City has invested significantly in technology to deliver services to citizens. There are targeted areas where the City could benefit from cloud services. Over time, more City services could be delivered via the cloud, subject to value and risk assessments.

It was noted that cloud data centre services could play a key role as part of the City's emergency response plan, i.e.:

- data centre located outside the Lower Mainland;
- focus on systems needed in an emergency (BurnabyMap, Hansen, email, website, etc.);
- scalable, pay-as-you-go infrastructure;
- an initial pilot could help evaluate fit and set future direction for 'Infrastructure as a Service'.

The speaker advised that the City already has a limited number of cloud applications and services, i.e. Better Impact, Parking PayByPhone, and some software may only be available as a cloud solution, i.e. CLASS replacement.

In conclusion, Ms. Wallace noted when assessing future cloud offerings, staff will continue to evaluate all aspects of each solution (i.e. cost, risk, value, data privacy and protection, vendor capabilities, financials, contracts, etc.). The technology selection and any other consideration will be included in the future IT project budget requests and reports to the Committee and Council.

4. CORRESPONDENCE

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the correspondence be received.

CARRIED UNANIMOUSLY

a) Memorandum from the Administrative Officer
Re: Environmental Sustainability Strategy (ESS) and Community Energy and Emissions Plan (CEEP) Implementation Approach and Phase 1 Priorities

A memorandum was received from the Administrative Officer advising that Council, at its Open meeting held on 2017 September 11, received and adopted the above noted report outlining an approach for implementation of the Environmental Sustainability Strategy and Community Energy and Emissions Plan.

5. REPORTS

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the reports be received.

CARRIED UNANIMOUSLY

a) Report from the Chief Information Officer
Re: City Fibre Network Strategy

The Chief Information Officer submitted a report seeking approval in principle for the City's long-term strategy to implement a City-owned fibre communications network.

The Chief Information Officer recommended:

1. THAT the Financial Management Committee recommend Council approve in principle the strategic direction for the City's long-term fibre communications network, 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: Contract Award - SAP Hardware and Database Replacement Project (Suite on HANA) - HANA Appliance and Application Server Hardware

The Director Finance submitted a report seeking approval to award a contract for the SAP HANA appliance and application server hardware component of the SAP Hardware and Database Replacement project.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve a contract award to Hewlett Packard Enterprise Canada Co. for an estimated value up to $1,657,600 (including GST and PST in the amount of $177,600), as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

c) Report from the Director Finance
Re: Contract Award - SAP Hardware and Database Replacement Project (Suite on HANA) - Implementation Services

The Director Finance submitted a report seeking approval to award a contract for the implementation services component of the SAP Hardware and Database Replacement (Suite on HANA) project.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve a contract award to The Createch Group for an estimated value up to $1,072,523 (including GST in the amount of $51,073), as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

d) Report from the Director Finance
Re: Contract Award - Telephony Systems Hardware and Software

The Director Finance submitted a report seeking approval to award a contract for telephony hardware and software.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve a contract award to Long View Systems Corporation for an estimated value up to $1,668,915 (including GST and PST in the amount of $160,594), 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 Director Finance
Re: 2016 Gas Tax Program

The Director Finance submitted a report providing information on the 2016 Gas Tax funding received and utilized by the City.

The Director Finance recommended:

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

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

f) Report from the Director Finance
Re: 2018 Permissive Property Tax Exemptions

The Director Finance submitted a report seeking approval for Permissive Property Tax Exemptions for 2018.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Permissive Property Tax bylaw to exempt the properties listed in Attachment 4 from property taxation in 2018.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

g) Report from the Director Public Safety & Community Services
Re: 2017 Risk Management - Security Cameras

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

The Director Public Safety & Community Services recommended:

1. THAT the 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 JORDAN
SECONDED BY COUNCILLOR MCDONELL

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

CARRIED UNANIMOUSLY

6. NEW BUSINESS

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

7. INQUIRIES

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

8. CLOSED

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

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT this meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 6:09 p.m.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the Open meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 6:23 p.m.

9. NEW APPLICATION - FESTIVALS BURNABY

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

10. NEW APPLICATIONS

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

11. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the Open meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 6:23 p.m.

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Blanka Zeinabova	Councillor Dan Johnston
Administrative Officer	Chair