



FINANCIAL MANAGEMENT COMMITTEE

NOTICE OF OPEN MEETING

DATE: WEDNESDAY, 2018 JULY 11

TIME: 5:30 PM

PLACE: Council Committee Room, Burnaby City Hall

A G E N D A

1.	<u>CALL TO ORDER</u>	<u>PAGE</u>
2.	<u>MINUTES</u>	
a)	Minutes of the Financial Management Committee Open meeting held on 2018 June 13	1
3.	<u>DELEGATION</u>	
a)	BC Pets and Friends Re: Supporting Seniors' Mental Health Through Pet Therapy <u>Speaker:</u> Lauren Salmon, Program Manager	14 <i>x-ref. 10(b)</i>
4.	<u>CORRESPONDENCE</u>	
a)	Correspondence from the Crisis Intervention and Suicide Prevention Centre of British Columbia Re: Letter of Appreciation (#18.27.)	15
b)	Correspondence from Big Sisters of BC Lower Mainland Re: Letter of Appreciation (#18.24.)	16
c)	Correspondence from Montecito Elementary School Re: Card of Appreciation (#18.18.)	17
d)	Memorandum from the City Clerk Re: Burnaby North Road Business Improvement Area 2018 Advance	19

5. REPORTS

- | | | |
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| a) | Report from the Director Parks, Recreation & Cultural Services and the Chief Information Officer
Re: Parks and Recreation Management System Replacement Project | 21 |
| b) | Report from the Director Engineering
Re: Informational Report - Metro Vancouver and City Works Agreements | 24 |
| c) | Report from the Director Finance
Re: Three Compartment Units and Advertising | 28 |
| d) | Report from the Director Finance and the Director Public Safety & Community Services
Re: Traffic Fine Revenue Sharing Program | 30 |

6. NEW BUSINESS

7. INQUIRIES

8. CLOSED

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

9. NEW APPLICATIONS - FESTIVALS BURNABY

Neighbourhood Events

- | | | |
|----|---|----|
| a) | #18-N-009 - Burnaby North Road Business Improvement Association
<i>Korean Community Day</i> | 39 |
|----|---|----|

An application was received from the Burnaby North Road Business Improvement Association for the Korean Community Day 2018 event to be held on 2018 September 15 at 4501 North Road (Korean Town Centre Mall). This annual event showcases Korean business in the area and invites the neighbourhood to join in the day of activities that consist of drumming groups, K Pop dance, martial arts demos, art walks, a tea garden, and a family carnival area.

Request: \$5,000

CPA: 2017 - \$3,500 (Neighbourhood Grant)
2016 - \$3,500 (Neighbourhood Grant)
2015 - \$3,000 (Neighbourhood Grant)

b) #18-N-010 - My Artist's Corner 41
9th Annual Art Show

An application was received from My Artist's Corner for the organization's 9th Annual Art Show to be held on 2018 October 13 at the Shadbolt Centre for the Arts. The art show will showcase the work of member artists, engage with visitors to help combat mental health stigma, and connect artists with the community at large. The My Artist's Corner program supports 25-30 artists each year through open studio time, instruction, annual show, and visits to local galleries. The Society's mission is to empower individuals to explore their artistic potential on their journey of mental health and wellness.

Note: a request for a General Grant in 2017 was denied.

Request: \$972	CPA: 2017 - No Application
	2016 - No Application
	2015 - No Application

10. NEW APPLICATIONS

a) #18.31. - Big Brothers of Greater Vancouver 43
Mentoring and Youth Leadership Programs

An application was received from Big Brothers of Greater Vancouver requesting a grant to assist with prevention-based In-School Mentoring and Teen Mentoring Programs, and Youth Leadership Program for boys in Burnaby for 2018.

Request: \$5,000	CPA: 2017 - \$3,000
	2016 - \$3,000
	2015 - \$3,000

b) #18.32. - BC Pets and Friends 44
Burnaby Seniors' Mental Health - Pet Therapy Program

An application was received from BC Pets and Friends requesting a grant in support of a project to expand their pet therapy program to seniors living in Burnaby. Currently about 390 seniors in the care of 13 Burnaby-based senior care facilities receive weekly visits from a Pets and Friends pet therapy team. Seven other facilities in the City have asked for visits; however, Pets and Friends have been unable to accommodate these requests due to a lack of resources. Funding will go towards developing ten new volunteer pet/handler teams to deliver pet therapy visits to these waitlisted facilities which will provide mental health support to an additional 270 seniors.

Request: \$1,000	CPA: 2017 - No application
	2016 - No application
	2015 - No application

11. ADJOURNMENT



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, BC on **Wednesday, 2018 June 13** at 5:30 p.m.

1. CALL TO ORDER

PRESENT: Councillor Dan Johnston, Chair
 Councillor Colleen Jordan, Vice Chair
 Councillor Pietro Calendino, Member
 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. Ed Kozak, Deputy Director Planning & Building
 Mr. Doug Louie, Assistant Director Engineering, Transportation
 Ms. Shari Wallace, Chief Information Officer
 Ms. Monica Macdonald, Administrative Officer

The Chair called the Open meeting to order at 5:32 p.m.

2. MINUTES

- a) **Minutes of the Financial Management Committee
 Open meeting held on 2018 May 23**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Financial Management Committee Open meeting held on 2018 May 23 be adopted.

CARRIED UNANIMOUSLY

3. DELEGATION

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the delegation be heard.

CARRIED UNANIMOUSLY

- a) **Burnaby Community Services**
Re: In-kind Printing Grant Application #18.22.p.
Speaker: Stephen D'Souza, Executive Director

Mr. Stephen D'Souza, Executive Director, Burnaby Community Services, appeared before the Committee and provided an overview of the organization's publications produced in print and available on-line for use by community support agencies and individuals.

The speaker advised some publications are designed to assist community groups and other agencies such as the "Yellow Card" used by Burnaby Seniors; while other materials are intended to help individuals, for example the "Blue Card" which provides information to the homeless. The publications are intended to help people with a broad range of needs connect with their community, and are available in multiple languages.

The delegation clarified that the in-kind printing grant under consideration would be used specifically for publication of: brochures for various programs, the Community Outreach Resources Card for those who are homeless or at-risk of homelessness, and the VOBS Senior Resource Card for seniors requiring intermediate intervention. The City's cash grant will be used for printing publications of unusual size and format that cannot be produced by the City's Printshop.

The delegation thanked the City for the financial support that has been given to Burnaby Community Services over the years.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT Item 8 – Closed be brought forward for consideration at this time.

CARRIED UNANIMOUSLY

8. 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 5:50 p.m.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Open Committee meeting do now reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 5:58 p.m.

The normal order of the agenda resumed.

4. CORRESPONDENCE

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

a) Correspondence from Burnaby Community Services
Re: 2018 Community In-kind Printing Grant Application

Correspondence was received from Mr. Stephen D'Souza, Executive Director, Burnaby Community Services, providing additional information to an in-kind grant request made by the organization for printing services.

This matter was considered earlier in the agenda under Item 3(a).

b) Memorandum from the Director Parks, Recreation and Cultural Services
Re: Request to Dedicate Delta-Halifax Park in Honour of Freeman James Barrington

A memorandum was received from the Director Parks, Recreation and Cultural Services regarding a request to dedicate Delta-Halifax Park in honour of Freeman James Alfred Barrington.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT this matter be **REFERRED** back to staff for additional information.

CARRIED UNANIMOUSLY

5. REPORTS

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the “2018 June Engineering Capital Infrastructure Gaming Reserve Request – Laurel Contamination Cleanup” report from the Director Engineering be added to the agenda as Item 5(h).

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT the reports be received.

CARRIED UNANIMOUSLY

a) Report from the Chief Information Officer
Re: City Fibre Network Strategy: Authority to Enter into Third Party Exchange Agreements

The Chief Information Officer submitted a report seeking authority to enter into third party exchange agreements in support of the City's long-term strategy to implement a City-owned fibre communications network.

The Chief Information Officer recommended:

1. THAT Financial Management Committee recommend Council authorize staff to negotiate and enter into third party agreements in support of the City's Fibre Network Strategy.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

b) Report from the Director Engineering
Re: 2018 June Engineering Capital Infrastructure Gaming Reserve Request

The Director Engineering submitted a report requesting the use of Gaming Reserves to complete the funding of the temporary Works Yard at Ledger Avenue.

The Director Engineering recommended:

1. THAT the Financial Management Committee authorize the use of Gaming Reserves in the amount of \$1,000,000 to fully fund the 2018 Annual Plan for the temporary Works Yard at Ledger Avenue as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

c) Report from the Director Engineering
Re: Street Use Permits

The Director Engineering submitted a report establishing and updating street use permits and associated fees and penalties for third party work or activities on City streets.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council approve the Engineering street use permits and associated fees and penalties as outlined in this report.
2. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward amendments to the Street and Traffic Bylaw and Bylaw Notice Enforcement Bylaw to establish, update and enforce the various street use permits as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

d) Report from the Director Engineering
Re: 2018 June Engineering Capital Infrastructure Bylaw Funding Request

The Director Engineering submitted a report requesting funding to finance Engineering capital infrastructure projects.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$2,775,000 to finance the Development Coordinated Works capital infrastructure project as outlined in this report.
2. THAT the Financial Management Committee recommend Council authorize the use of Water Works Reserves in the amount of \$100,000 to finance the Pressure Reducing Valve Station Replacement capital infrastructure project as outlined in this report.
3. THAT the Financial Management Committee recommend Council authorize the use of Sanitary Sewer Reserves in the amount of \$150,000 to finance the Development Coordinated Works capital infrastructure project as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

e) Report from the Director Finance
Re: Establishment of Off-Street Parking Reserve Funds

The Director Finance submitted a report establishing Statutory Off-Street Parking Reserve Funds for the Hastings Street, and Metrotown, Edmonds, Lougheed and Brentwood Town Centres Off-Street Parking Program.

The Director Finance recommended:

1. THAT Financial Management Committee recommend Council authorize the City Solicitor to bring forward a bylaw to establish separate statutory reserve funds for money received in lieu of providing off-street parking, as per Section 525 of the Local Government Act, for commercial uses in the Hastings Street, Metrotown Centre, Edmonds Town Centre, Lougheed Town Centre, and Brentwood Town Centre Area Plans, as outlined in this report.

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

f) Report from the Director Finance
Re: 2017 Gas Tax Program

The Director Finance submitted a report providing information on the 2017 Gas Tax funding received and utilized by the City.

The Director Finance recommended:

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

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

g) Report from the Director Public Safety and Community Services
Re: Portable Radio Repeaters Capital Funding Request

The Director Public Safety and Community Services submitted a report requesting a Capital Reserve Fund Bylaw to finance the purchase of Portable Radio Repeaters.

The Director Public Safety and Community Services recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$80,000 to finance the Portable Radio Repeaters project as outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

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

CARRIED UNANIMOUSLY

h) Report from the Director Engineering
Re: 2018 June Engineering Capital Infrastructure Gaming Reserve
Request – Laurel Contamination Cleanup

The Director Engineering submitted a report requesting the use of Gaming Reserves to finance the cleanup of Laurel Works Yard contamination.

The Director Engineering recommended:

1. THAT the Financial Management Committee authorize the use of Gaming Reserves in the amount of \$1,000,000 to finance the cleanup of Laurel Works Yard contamination as outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

6. NEW BUSINESS

Director Finance – Financial Report

The Director Finance submitted the “Financial Report as at 2018 Period 05” report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Financial Report be received for information.

CARRIED UNANIMOUSLY

7. INQUIRIES

Councillor Jordan – Residential Property Tax Rate Changes for 2019

Councillor Jordan inquired regarding the Provincial Budget announcement to increase residential property tax rates on high-value properties in 2019, and the impact this will have on Burnaby properties.

Staff undertook to provide information.

8. CLOSED

This item was dealt with previously in the agenda.

9. NEW APPLICATIONS - FESTIVALS BURNABY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications - Festivals Burnaby be received.

CARRIED UNANIMOUSLY

Neighbourhood Event

a) #18-N-008 - Pandit Jasraj School of Music Foundation

Celebration of a Legend on his 88th Birthday: Pandit Jasraj Live in Concert

An application was received from the Pandit Jasraj School of Music Foundation for the Celebration of a Legend on his 88th Birthday: Pandit Jasraj Live in Concert event to be held on 2018 August 26 at the James Cowan Theatre (Shadbolt Centre for the Arts). This concert is to celebrate the 88th birthday of Pandit Jasraj. The Pandit Jasraj School of Music Foundation would like to bring Pandit Jasraj and his foremost disciples for a live Indian classical vocal concert.

Request: \$5,000

CPA: 2017 - No Application
2016 - \$3,000 (Neighbourhood Grant)
2015 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$3,000 be awarded to the Pandit Jasraj School of Music Foundation for the Celebration of a Legend on his 88th Birthday: Pandit Jasraj Live in Concert event to be held on 2018 August 26 at the James Cowan Theatre.

CARRIED UNANIMOUSLY

Large Scale Event

- b) **#18-L-006 - CCSA Canadian Community Service Association**
2018 Chinese Cultural Heritage Festival and the
10th Vancouver Water-Splashing Festival
(Deferred on 2018 May 23)

An application was received from the CCSA Canadian Community Service Association for the Chinese Cultural Heritage Festival and the 10th Vancouver Water-Splashing Festival to be held on 2018 July 29 at Swangard Stadium. This free, one day large scale public event promotes Chinese heritage and culture not only to Chinese people but to all people from different ethnic backgrounds.

Request: \$25,000

CPA: 2017 - \$6,000 (Large Scale Grant)
2016 - No Application
2015 - No Application

MOVED BY COUNCILLOR JORDAN
SECONDED BY COUNCILLOR CALENDINO

THAT a grant in the amount of \$10,000 be awarded to the CCSA Canadian Community Service Association for the Chinese Cultural Heritage Festival and the 10th Vancouver Water-Splashing Festival to be held on 2018 July 29 at Swangard Stadium.

CARRIED UNANIMOUSLY

10. NEW APPLICATIONS

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the New Applications be received.

CARRIED UNANIMOUSLY

a) #18.22.p - Burnaby Community Services
Various Publications
(Deferred on 2018 May 23)

An application was received from Burnaby Community Services requesting an in-kind grant to assist with the printing cost of various publications provided by the Society. These publications include: the Community Resource Guide; Ready, Set, Learn brochure; As We Age Seniors Resource Guide; Seniors Resource Card; and Community Outreach Resources Card.

Request: \$7,750	CPA: 2017 – \$3,875 in-kind printing
in-kind printing	2016 – No Application
	2015 – No Application

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT an in-kind grant up to the amount of \$7,750 be awarded to the Burnaby Community Services to assist with the cost of printing various publications provided by the Society.

CARRIED UNANIMOUSLY

b) #18.28. - 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 for 2018.

Request: \$12,000	CPA: 2017 - \$12,000
	2016 - \$12,000
	2015 - \$12,000

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT a grant in the amount of \$12,000 be awarded to Volunteer Burnaby to assist with the cost of community programming provided by the organization to the citizens of Burnaby for 2018.

CARRIED UNANIMOUSLY

c) #18.29. - Metro Minor Ball Hockey Association
2018 Western Challenge Cup

An application was received from the Metro Minor Ball Hockey Association requesting a grant to assist with travel expenses for twelve (12) Burnaby residents on the U13 Team to compete in the 2018 Western Challenge Cup to be held on 2018 July 12-15 in Victoria, BC.

Request: \$1,000 CPA: 2017 - \$1,000
2016 - No Application
2015 - No Application

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT a grant in the amount of \$1,000 be awarded to the Metro Minor Ball Hockey Association to assist with travel expenses for twelve (12) Burnaby residents on the U13 Team to compete in the 2018 Western Challenge Cup to be held on 2018 July 12-15 in Victoria, BC.

CARRIED UNANIMOUSLY

d) **#18.30. - Burnaby Girls Soccer Club - "U17 Blaze"**
Provincial "B" Cup Tournament

An application was received from the Burnaby Girls Soccer Club “U17 Blaze” team requesting a grant to assist with travel expenses for fourteen (14) players and Burnaby residents to participate at the Provincial “B” Cup Tournament to be held on 2018 July 4-8 in Kamloops, BC.

Request: \$1,000 CPA: 2017 - No Application
2016 - \$1,000
2015 - \$1,000

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR JORDAN

THAT a grant in the amount of \$1,000 be awarded to Burnaby Girls Soccer Club to assist with travel expenses for fourteen (14) Burnaby residents on the "U17 Blaze" team to participate at the Provincial "B" Cup Tournament to be held on 2018 July 4-8 in Kamloops, BC.

CARRIED UNANIMOUSLY

11. ADJOURNMENT

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR JORDAN

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 6:45 p.m.

Monica Macdonald
Administrative Officer

Councillor Dan Johnston
Chair



Pets and Friends™
'pets visiting people'

60 Semisch Avenue • North Vancouver • BC • V7M 3H8 t. 604.688.1766 e. info@petsandfriends.org w. petsandfriends.org

Registration No. 132807348RR0001

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

June 25, 2018

Dear Financial Membership Committee,

Please accept this letter as a formal request to appear as a delegation to the Financial Management Committee at its next meeting on 2018 July 11, representing BC Pets and Friends. I would like to present our project, "Supporting Seniors' Mental Health Through Pet Therapy", a project that aims to improve mental health in seniors living in hospitals and assisted living facilities in the City of Burnaby through pet therapy.

Thank you in advance for the consideration.

Sincerely,

Lauren Salmon
Programs Manager
BC Pets and Friends
Registered Canadian Charity 13280 7348 RR 0001



24 Hour Distress Line

604-872-3311

Toll Free: 1-866-661-3311

Web-Based Hotline for Youth

www.youthinbc.com

Community Education

604-872-1811



June 15, 2018

City of Burnaby
Financial Management Committee Members
4949 Canada Way
Burnaby, BC V5G 1M2
Canada

Dear Financial Management Committee Members,

Thank you very much for the opportunity to come in and talk to the committee on April 17th and for your generous gift of \$4,000.00 to the Crisis Centre. Your contribution helps us keep our vital community services in operation at no cost to the people we serve.

Through your donation, you are partnering with us in supporting individuals in their greatest time of need. One of the most powerful notes we have received came recently with an online donation: *"Without the Distress Line being available, I wouldn't be here right now, donating one year later. Thank you."*

Your gift will allow us to support individuals when they need it most. **You are a life saver!**

In our 49 years of history providing emotional support to youth, adults and seniors in distress, our services have always been free of charge. Thanks to you, our donor family, and our team of nearly 400 volunteers, we were able to support over 100,000 individuals last year at an average cost of \$14 per individual, an amount rarely possible to achieve for a non-profit organization!

We rely on people like you with extraordinary hearts who understand the importance of what we do. We sincerely thank you for your support and for helping us to make a suicide safer community for the residents of the City of Burnaby.

Sincerely,

Sandy Biggerstaff
Executive Director



Big Sisters
of BC Lower Mainland

34 East 12th Avenue, Vancouver, BC V5T 2G5
P: 604.873.4525 F: 604.873.2122 www.bigsisters.bc.ca

June 25, 2018

Kate O'Connell
City of Burnaby
4949 Canada Way
Burnaby, BC V5G 1M2

Dear Kate,

Thank you so much for your generous gift of \$5,000.00 to support Big Sisters mentoring services in Burnaby in 2018. The City of Burnaby's donation means that you believe mentoring matters and thanks to you, each year we are able to provide caring mentors and positive role models for more than 800 girls.

Big Sisters of BC Lower Mainland provides supportive mentoring relationships for young girls in our community who may be facing challenges like bullying, isolation, poverty, abuse, social anxiety, low self-esteem, and more. Girls who participate in our programs are more likely to graduate from school, pursue higher education, and lead healthy lives.

This wouldn't be possible without your donation. Your investment in our mentorship programs means you are creating strong girls who go on to have positive impacts on their communities.



"With my Big Sister I can talk about anything—if I have a problem, she is the one I tell."

- Big Sisters Participant



"The best part about being with my mentor is that she gives me lots of courage."

- Study Buddy Participant



"My Go Girls mentors have taught me to love myself for who I am."

- Go Girls! Participant

Along with our heartfelt thanks, please find attached a Business receipt for your donation. Thank you again for contributing to the positive development of today's girls, who will be tomorrow's strong women, and for bringing us closer to our vision that **every girl in the BC Lower Mainland who needs a mentor has a mentor.**

With sincerest gratitude,

Hanne Madsen
Executive Director
604-873-4525 ext. 307
hmdsen@bigsisters.bc.ca

Hayla
Markus

Logan
Tristan

Alexis

Michelle

Montecito Elementary

Grade 4/5 Odyssey

Team

Saaya

Dear Burnaby City Council,
Odyssey of the Mind World Finals 2018

Ames, Iowa

Thankyou for all your support!

Thank you for helping to make our World Finals
dreams come true!

We had an incredible time creating, competing
and meeting teams from around the world;

an experience to be remembered for life.

Thank you!

COACH,

Connie Dorie





City of
Burnaby

Office of the City Clerk

K. O'Connell, City Clerk
B. Zeinabova, Deputy City Clerk

INTER-OFFICE MEMORANDUM

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2018 JUNE 26

FROM: CITY CLERK

FILE: 76000-01

SUBJECT: **BURNABY NORTH ROAD BUSINESS IMPROVEMENT AREA
2018 ADVANCE**
(ITEM NO. 6(6), MANAGER'S REPORTS, COUNCIL 2018 JUNE 25)

Burnaby City Council, at the Open Council meeting held on 2018 June 25, received the above noted report and adopted the following recommendations contained therein:

1. **THAT** Council approve an advance of \$10,000 to the Burnaby North Road Business Improvement Association in 2018 as outlined in this report.
2. **THAT** a copy of this report be forwarded to Financial Management Committee.

Per Recommendation No. 2, a copy of the report is attached for your information.

Kate O'Connell
City Clerk

KO:rj

Copy to: Director Finance



Item.....
Meeting2018 Jun 25

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2018 June 20

FROM: DIRECTOR FINANCE **FILE:** 76000-07

**SUBJECT: BURNABY NORTH ROAD BUSINESS IMPROVEMENT AREA
2018 ADVANCE**

PURPOSE: To obtain Council approval for an advance of funds to the Burnaby North Road Business Improvement Association.

RECOMMENDATIONS:

1. **THAT** Council approve an advance of \$10,000 to the Burnaby North Road Business Improvement Association in 2018 as outlined in this report.
2. **THAT** a copy of this report be forwarded to Financial Management Committee.

REPORT

The City received correspondence from the Burnaby North Road Business Improvement Association (BIA) dated 2018 June 13, in which the association has provided details of their 2018 – 2019 budget. Included in the correspondence is a request for an advance on the 2018 levy in the amount of \$10,000 for payment in June, to help offset their programming costs. The Burnaby North Road BIA tries to stretch their funds over their yearend, which is March 31, however they find themselves short for the month of June and half way through July in order to accommodate planned programming. The City's property tax deadline is 2018 July 04. By the time all of the property tax payments are processed, payment to the BIA for their portion will occur in mid-July. The Burnaby North Road BIA administers a Business Improvement Area under Burnaby Business Improvement Area (North Road) Bylaw 2014, No. 13857. The Business Improvement Area bylaw term runs from 2014 April 01 to 2020 March 31. Total bylaw funding for the six year term is \$1,068,675, with funding in 2018 of \$185,950 to be collected by the City from Business classified properties situated within the Business Improvement Area.

The advance requested is therefore intended to bridge a timing gap. Staff have reviewed the budget information and it is recommended that Council approve an advance of \$10,000 to the Burnaby North Road BIA to assist with costs associated with their programming commitments.

Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:RR:EJ /ml

Copied to: Director Planning and Building
City Solicitor
Burnaby North Road BIA – Carolyn



Meeting 2018 July 11

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2018 July 03

FROM: DIRECTOR PARKS, RECREATION AND
CULTURAL SERVICES
AND CHIEF INFORMATION OFFICER

SUBJECT: PARKS AND RECREATION MANAGEMENT SYSTEM
REPLACEMENT PROJECT

PURPOSE: To request a Capital Reserve Fund Bylaw to finance the Parks and Recreation Management System Replacement Project.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$2,140,000 (inclusive of PST) to finance the Parks and Recreation Management System Replacement Project as outlined in this report.

REPORT**1.0 INTRODUCTION**

The Parks, Recreation and Cultural Services (PRCS) Department has been using the current Parks and Recreation Management System (CLASS) since 1994 for recreation programming, class registration, memberships, allotment bookings and recreation credit management. The vendor has not been providing functional updates to this system for over two years. Releases are currently limited only to security, compliance and mandatory card payment changes and only available for a limited period by the vendor in order to provide a stable and secure platform for its clients as they transition to a new system. As a result, the City is no longer able to keep pace with customers' changing needs and expectations for online services, nor will updates be provided for the City to ensure the security and privacy of patron information indefinitely.

2.0 POLICY SECTION

The Parks and Recreation Management System Replacement Project is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan.

To: Financial Management Committee

From: Director Parks, Recreation and Cultural Services

Re: PARKS AND RECREATION MANAGEMENT SYSTEM REPLACEMENT PROJECT

2018 July 11 Page 2

Connected Community:

- Digital Connection – provide online access to core City services

Inclusive Community:

- Serve a diverse community
- Create a sense of community

Healthy Community:

- Healthy life
- Lifelong learning

Thriving Organization:

- Organizational culture
- Communication
- Reliable services, technology and information
- Technology and innovation

3.0 PARKS AND RECREATION MANAGEMENT SYSTEM REPLACEMENT PROJECT – AEA.0080

The key driver to replace the Parks and Recreation Management System is improved customer service which is made up of the following four components:

- **Enhanced Online Services:** while the current system supports online registration, it is limited in its offerings and user experience. Adding new online services such as drop-in registration has not been possible with the existing system. A replacement system will support the roll-out of more customer-centric services on a user-friendly online platform, which can be accessed on a smartphone, providing convenience and real-time confirmation of registrations, payments, family schedules, account creation, etc.. The replacement system will also allow the public to gain improved access to many services that they cannot gain online access to now.
- **Expanded Programming:** with a replacement system, the Parks, Recreation and Cultural Services Department has an opportunity to provide additional services, as well as to support Parks, Recreation and Cultural Services divisions whose programming needs are not currently supported.
- **Improved Business Processes:** the current system requires many manual work-arounds to provide certain services such as customer notification, drop-in programming and private lessons. A replacement system will provide operational efficiencies, improved workflows, and enhanced communication to both staff and customers, including alert capabilities.
- **Business Continuity:** The current Parks and Recreation Management System supports over 1.9 million transactions each year. A replacement system will provide a more stable platform to which functional updates and security patches will be applied consistently and regularly, thus minimizing the City's risk in data security, business continuity and service consistency.

To: Financial Management Committee
 From: Director Parks, Recreation and Cultural Services
 Re: PARKS AND RECREATION MANAGEMENT SYSTEM REPLACEMENT PROJECT
 2018 July 11 Page 3

Given the end-of-life status of the current CLASS system, changing customer expectations and service demands, along with the advancement of smartphone technologies, Parks, Recreation and Cultural Services recommends the existing system to be replaced.

The project cost is estimated to be \$2,755,000 (inclusive of PST). The project was initiated in 2017 and \$615,000 was previously raised and approved by Council. To date, \$324,000 has been spent. This report is requesting the remaining funding of \$2,140,000 which is planned to be consumed as follows: 2018 – \$291,000, 2019 – \$1,605,000 and 2020 – \$535,000.

These expenditures are included in the 2018 – 2022 Annual Financial Plan and sufficient Capital Reserve Funds are available to finance the capital project outlined in this report.

The operating expenditures, including licensing and on-going maintenance are estimated to be \$171,200 in 2019 and \$317,200 (for licensing and IT staff for SAAS release management support) annually beginning in 2020.

4.0 RECOMMENDATION

It is recommended that the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserve Fund Bylaw in the amount of \$2,140,000 (inclusive of PST) to finance the Parks and Recreation Management System Replacement Project as outlined in this report.



Dave Ellenwood
 DIRECTOR PARKS, RECREATION, AND CULTURAL SERVICES



Shari Wallace
 CHIEF INFORMATION OFFICER

DE:SW/DY:tc
 Parks and Recreation Management System Replacement Project (2018.07.11) Final.docx

Copied to: City Manager
 Director Corporate Services
 Director Finance
 Purchasing Manager



Item.....
Meeting..... 2018 Jul 11

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2018 June 19

FROM: DIRECTOR ENGINEERING

FILE: 9110-20

SUBJECT: INFORMATIONAL REPORT - METRO VANCOUVER AND CITY WORKS AGREEMENTS

PURPOSE: To provide information on City works, cost sharing, property negotiations, and rights of way agreements with Metro Vancouver for upcoming construction projects.

RECOMMENDATION:

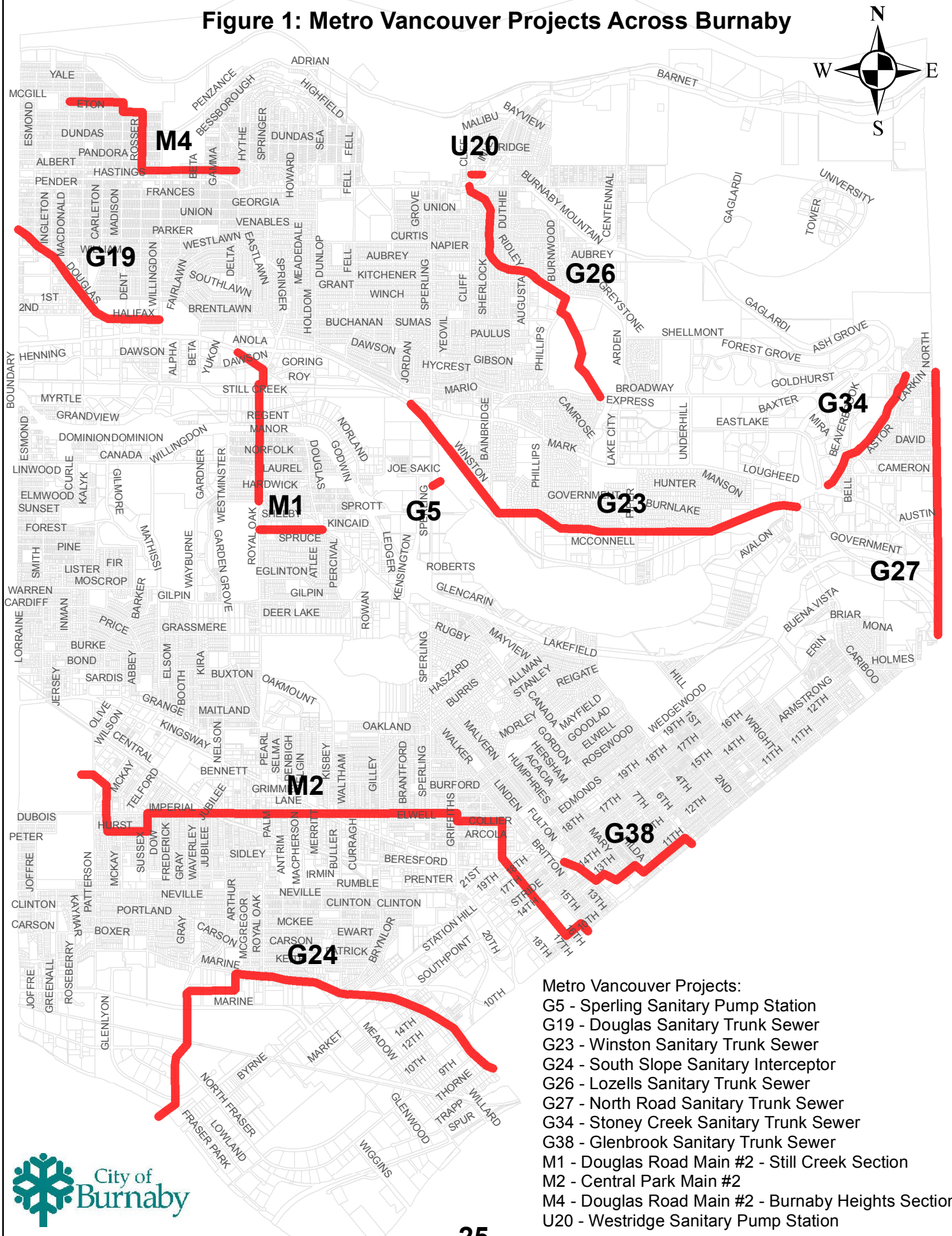
1. **THAT** the Financial Management Committee recommend Council receive this report for information.

REPORT

As part of Metro Vancouver's long range plan to provide appropriate regional infrastructure in support of on-going growth across member municipalities, Metro Vancouver staff have informed the City of their plans to construct water and sanitary infrastructure projects across Burnaby over the next 5 years. **Figure 1** shows the location of these anticipated regional projects:

- G5 - Sperling Sanitary Pump Station
- G19 - Douglas Sanitary Trunk Sewer
- G23 - Winston Sanitary Trunk Sewer
- G24 - South Slope Sanitary Interceptor
- G26 - Lozells Sanitary Trunk Sewer
- G27 - North Road Sanitary Trunk Sewer
- G34 - Stoney Creek Sanitary Trunk Sewer
- G38 - Glenbrook Sanitary Trunk Sewer
- M1 - Douglas Road Main #2 - Still Creek Section
- M2 - Central Park Main #2
- M4 - Douglas Road Main #2 - Burnaby Heights Section
- U20 - Westridge Sanitary Pump Station

Figure 1: Metro Vancouver Projects Across Burnaby



To: Chair and Members
 Financial Management Committee
 From: Director Engineering
 Re: INFORMATIONAL REPORT - METRO
 VANCOUVER AND CITY WORKS AGREEMENTS
 2018 June 19Page 2

There are regional projects being planned for construction to start in late 2018 and 2019 in which the City has identified an opportunity to replace or rehabilitate aging City assets as well as construct new City assets alongside Metro Vancouver infrastructure, which include:

- A new regional water transmission line within the Still Creek Area (Project M1, anticipated to start in 2019).
- A new regional water transmission line within the Burnaby/Vancouver Heights Area (Project M4, anticipated to start in Fall of 2018).
- A new regional water transmission line within the Kingsway pressure zone (Project M2, anticipated to start in 2019).
- Upgrades to the regional Westridge sanitary pump station and a new forcemain (Project U20, G26, anticipated to start in 2019).

The City works will consist of utility upgrades (sanitary, water, and drainage), new fibre optic ducts, curbs and gutters, sidewalks, and road rehabilitation. As a fully integrated effort, the City will enter into discussions with Metro Vancouver to coordinate City works, cost sharing agreements, property negotiations, and rights of way agreements.

Coordination with Metro Vancouver on this work will provide the City with an opportunity to optimize construction costs, expedite timing of constructing infrastructure, and minimize disruption to residents, businesses, and traffic.

With respect to Project M1 – Still Creek Area, Metro Vancouver plans to install their watermain via deep micro-tunneling under Elk Creek, between Still Creek Avenue and Still Creek, in order to eliminate any environmental disturbance to this watercourse. **Figure 2** shows Metro Vancouver's proposed watermain in relation to Elk Creek. Metro Vancouver has submitted and received approval from the City's Environmental Review Committee (ERC) on 2017 December 11 that this is an acceptable construction methodology.



Figure 2 – Location of proposed Metro Vancouver watermain under Elk Creek

To: Chair and Members
Financial Management Committee
From: Director Engineering
Re: INFORMATIONAL REPORT - METRO
VANCOUVER AND CITY WORKS AGREEMENTS
2018 June 19Page 3

Funding for the City works are included in the 2018 – 2022 Financial Plan.

As required, right-of-way agreements and works agreements will be submitted for Council consideration as designs are completed.

RECOMMENDATION

It is recommended the Financial Management Committee recommend Council receive this report for information.



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

MP/ac

Copied to: City Manager
Director Finance
Director Parks, Recreation and Cultural Services
Deputy Director, Engineering
Deputy Director, Planning and Building
City Solicitor
Property Valuator Negotiator 2 (Alborz Namazi)



Meeting 2018 Jul 11

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2018 July 04

FROM: DIRECTOR FINANCE

FILE: 5820-20
Reference RFP #050-02/18

SUBJECT: THREE COMPARTMENT UNITS AND ADVERTISING

PURPOSE: To request approval to award a revenue contract to The Bench Press Ltd. operating as Creative Outdoor Advertising for the supply, installation, maintenance and advertising of three compartment units.

RECOMMENDATION:

1. **THAT** the Financial Management Committee recommend Council approve the award of a contract for three compartment units and advertising to The Bench Press Ltd. operating as Creative Outdoor Advertising as outlined in this report. The total revenue amount payable to the City of Burnaby is a minimum of \$440,000 over ten years.

REPORT

One submission following a Request for Proposals (RFP) was received by the closing time on 2018 April 09. The work of this contract includes the supply, installation, maintenance, repairs, and advertising of the three compartment units within the City. Based on the RFP's evaluation criteria, Creating Outdoor Advertising's overall scoring meets the Engineering Department's requirements.

The recommended bidder, Creating Outdoor Advertising, has a proven track record in providing a wide range of such services.

One hundred and fifty new SilverBox Units will be installed by 2018 September 30 to replace the concrete receptacles. An additional two hundred SilverBox Units will be installed throughout the term, at the City's sole discretion. The existing two hundred SilverBox Units from the previous agreement will be transferred to this agreement. The Bench Press Ltd. operating as Creative Outdoor Advertising, and the City will inspect these and will repair or replace as necessary. The Director Engineering concurs with this recommendation.

To: Financial Management Committee
From: Director Finance
Re: THREE COMPARTMENT UNITS AND ADVERTISING
2018 July 11Page 2

It is recommended that the Financial Management Committee recommend Council approve the award of a ten year contract to The Bench Press Ltd. operating as Creative Outdoor Advertising as outlined in this report. The minimum total revenue to the City is \$440,000 over the ten year term.



Noreen Kassam, CPA, CGA
DIRECTOR FINANCE

NK:GS /ml

Copied to: City Manager
Director Engineering



Meeting 2018 Jul 11

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2018 June 29

FROM: DIRECTOR FINANCE
DIRECTOR PUBLIC SAFETY AND
COMMUNITY SERVICES

FILE: 7500-01

SUBJECT: TRAFFIC FINE REVENUE SHARING PROGRAM

PURPOSE: To inform Council on the 2017 Traffic Fine Revenue Sharing Grant received and utilized for programs by the City.

RECOMMENDATION:

1. **THAT** this report be received for information.

REPORT**1.0 BACKGROUND**

The Strategic Community Investment Fund (SCIF) agreement between the City and the Province ended in 2014. The Province advised that the Traffic Fine Revenue Sharing (TFRS) Grant which was a component of the SCIF program would be continually provided to municipalities on an annual basis without the need of a new agreement in place. For 2018, the Minister of Community, Sport and Cultural Development provided the 2018 unconditional grant funding for the Traffic Fine Revenue Sharing Program in one installment on 2018 June 26 totaling \$2,380,337.

2.0 POLICY SECTION

The initiatives and activities undertaken as a result of the Traffic Fine Revenue Sharing Grant Program are aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the plan:

A Safe Community

- Crime prevention and reduction
- Community amenity safety
- Transportation safety

An Inclusive Community

- Celebrate diversity
- Create a sense of community

To: Financial Management Committee
 From: Director Finance and Director Public Safety and Community Services
 Re: TRAFFIC FINE REVENUE SHARING PROGRAM

2018 July 11 Page 2

A Healthy Community

- Healthy environment
- Community involvement

3.0 2017 REPORT

The Traffic Fine Revenue Sharing Grant is an unconditional grant provided by the Provincial Ministry of Community, Sport and Cultural Development to municipalities for the purpose of assisting them in promoting community safety and addressing community strategic priorities.

The purpose of this report is to advise Council that 100% of the Traffic Fine Revenue Sharing Grant received has been used or is being used to provide City policing services. Grant money received in 2017 totaled \$2,424,747. Some highlights of the 2017 policing programs that utilized the grant are noted below.

- *Mental Health:*

Burnaby RCMP continued to staff a full time Mental Health Coordinator position. This position, staffed by a RCMP Constable, is responsible for liaising with the local health authorities on mental health related issues as well as providing front line assistance to the general duty members of the Burnaby Detachment so as to reduce the strain recurrent calls of a mental health nature can cause on the operational tempo of the Detachment. In addition, a Homelessness Coordinator position was staffed this past year. The Homelessness Coordinator visits homeless camps in Burnaby, often with Burnaby Bylaws staff. The coordinator assists Bylaws staff with removal of camps that contravene City Bylaws and provides information on services to homeless persons.

- *Public Safety:*

The Bike Squad used specially equipped mountain bikes during the summer and fall months to patrol those areas of Burnaby which are harder to reach. They also provided a more approachable police presence in the City's communities. Throughout the year, Community Response Team paired up with partners on public safety initiatives at malls and Skytrain stations to engage the public on various topics related to public safety and to hand out pedestrian reflectors to increase awareness relating to pedestrian safety. Burnaby's Crime Prevention Unit provided numerous presentations throughout the year to senior citizens, new citizens and secondary students on various topics related to public safety. They also worked with staff from various neighbourhood centers to present on the Block Watch program to increase participation in the City. Targeted enforcement by Burnaby's Strike Force Unit reduced the incidences of personal robberies by 14% in the City in this past year. Furthermore, targeted enforcement by the Prolific Offender Suppression Team resulted in a 4% decrease in break and enters in the past year.

To: Financial Management Committee
 From: Director Finance and Director Public Safety and Community Services
 Re: TRAFFIC FINE REVENUE SHARING PROGRAM
 2018 July 11 Page 3

- *Road Safety:*

Distracted driving has now outpaced impaired driving as the number one cause of collisions in British Columbia. As part of the Provincial Distracted Driving Campaign held each March, Burnaby RCMP Traffic Services, along with ICBC conducted a month of enforcement and awareness which included a social media campaign. In addition, pedestrian safety was the focus of numerous enforcement campaigns throughout the year.

- *Youth:*

During 2017, Burnaby Youth Services facilitated a number of retail theft circles. These workshops are aimed at young people who come into contact with police due to shoplifting. The workshop is focused on making these young people aware of the consequences of shoplifting. In addition, Youth Investigative Services launched the “Fatal Vision” goggles tool to help demonstrate to youth how alcohol and marijuana can impair motor skills and cognitive ability.

- *Motorcycle Safety Skills Training:*

On May 23, 2017, the Burnaby Traffic Section held a third annual Motorcycle Safety Skills Challenge. This was an event which allowed the general public to attend, test their driving skills on a motorcycle obstacle course as well as receive safety tips from trained motorcycle officers and be kept abreast of current laws regarding motorcycling in BC. It was a great opportunity for riders and police officers to interact in a positive way by discussing motorcycle safety.

The following chart outlines the Traffic Fine Revenue Sharing Grants received by the City to date:

Year	Grant Received (\$)
2010	1,080,152
2011	3,847,295
2012	3,838,656
2013	1,874,865
2014	1,881,990
2015	2,716,650
2016	2,581,870
2017	2,424,747
2018	2,380,337
Total	\$22,626,562

The City of Burnaby will continue to use these grant funds to strengthen policing services in the community in supporting crime reduction and improving safety. Grant funds help to reduce the impact of police costs on property taxes.

To: Financial Management Committee
From: Director Finance and Director Public Safety and Community Services
Re: TRAFFIC FINE REVENUE SHARING PROGRAM
2018 July 11 Page 4

4.0 RECENT COMMUNICATIONS ON TRAFFIC FINE REVENUE SHARING PROGRAM

In early 2018 May, the Provincial government advised the Union of BC Municipalities (UBCM) its intention to amend the TFRS funding (Attachment 1). The Province intends to complete a consultation process with UBCM by the end of 2018 July.

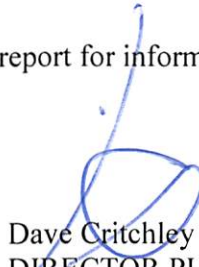
The City of Langley recently shared a report to their Council with all Metro Vancouver municipalities requesting that the Province continue to provide 100% of the traffic fine revenue to municipalities including fines generated by the proposed speed enforcement cameras located at high risk intersections.

5.0 RECOMMENDATION

It is recommended that Council receive this report for information.



Noreen Kassam
DIRECTOR FINANCE



Dave Critchley
DIRECTOR PUBLIC SAFETY AND
COMMUNITY SERVICES

NK:RG/mm

Attachment 1: Traffic Fine Revenue Sharing Communications

Copied to: City Manager
OIC, RCMP

Province Intends to Amend Traffic Fine Agreement

May 2, 2018

The provincial government has advised UBCM of its intention to amend the Traffic Fine Revenue Sharing (TFRS) agreement. This was communicated to UBCM in [correspondence](#) from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing. The current agreement provides an unconditional grant to local governments, returning 100% of net provincial traffic fine revenue.

Minister Robinson, in accordance with s. 276 of the *Community Charter* and the [2004 Consultation Agreement](#) between the Province and UBCM, has indicated that the Province would like to immediately begin consultation regarding potential changes to the TFRS agreement. The Province would like to complete the consultation process by the end of July 2018.

UBCM has [responded](#) to the Minister with a letter that outlines concerns regarding the Province's rationale for seeking changes to the current TFRS agreement, while also providing examples of new policing cost pressures faced by local governments.

The Province's rationale for amending the agreement is largely based on the expansion of automated traffic enforcement, which has the potential to generate additional traffic fine revenue. However, the overall state of policing in B.C. is one where local governments continue to face escalating costs, and stand to absorb a number of new policing costs (e.g. RCMP unionization, new Auxiliary Program, etc.).

Background

The TFRS agreement is an unconditional grant that returns 100% of net provincial traffic fine revenue (violation ticket fines minus provincial recovery costs) to local governments. While local governments over 5,000 in population receive a percentage of traffic fine revenue from the Province, local governments under 5,000 in population receive traffic fine revenue through a reduction in the Police Tax. Traffic fine revenue is not allocated based on the jurisdiction where a ticket is issued, but rather the ratio of a local government's policing costs to aggregate local government policing costs in BC.

There is a two-year delay from when violation tickets are issued to when traffic fine revenue is distributed to local governments. For example, in 2017/18, local governments received \$53.4 million in traffic fine revenue, based on violation tickets issued in 2015/16. While the intention is for TFRS grants to be spent on enhancing community safety, ultimately it is up to the discretion of the local government.



April 5, 2018

Ref: 235064

Wendy Booth, President
 Union of British Columbia Municipalities
 60-10551 Shellbridge Way
 Richmond BC V6X 2W9

Dear President Booth:

Thank you for our recent phone conversation regarding the Traffic Fine Revenue Sharing (TFRS) program. As a follow-up to that conversation, I thought it would be helpful to outline some of the key issues we discussed.

Under the terms of a January 2005 provincial letter of understanding from then-Minister Murry Coell, the Province of British Columbia agreed to provide 100 percent of net traffic fine revenue back to local governments through the TFRS program. This acknowledged local governments' role and costs in both the manual issuing of traffic tickets and the promotion of community safety.

While this arrangement has historically worked well for all parties, there are some fundamental current and proposed changes underway related to traffic enforcement that may impact the TFRS program.

One example is the ongoing expansion of automated traffic enforcement (i.e., intersection safety and targeted speed activation cameras). This includes the full, 24/7 activation of the 140 existing red-light safety cameras that are located across 26 communities in British Columbia, as well as plans for some of these cameras to be used for speed enforcement at specific high-risk intersections.

Unlike violation traffic tickets issued by a police officer, this expansion in automated enforcement and its associated traffic fine revenue does not require additional local government or law enforcement resources. In fact, the Province hopes that these changes will provide police agencies in British Columbia with greater flexibility in choosing how and where to deploy officers based on the public and road safety needs within their individual communities.

The Province wants to better leverage traffic fine revenue for initiatives that improve road safety and driver behaviour at high risk locations – leading to reduced collisions – which will be critical in both decreasing claims costs for the Insurance Corporation of British Columbia (ICBC), and reducing injuries and saving lives in communities around the province. This is timely as ICBC is facing significant financial losses.

.../2

Wendy Booth
Page 2

As these new sources of traffic fine revenue, and associated expenses, were not contemplated when the TFRS program was first established, the Province now hopes to update the TFRS program to better reflect these changes and address public safety pressures experienced throughout British Columbia, including improvements to high-risk municipal and provincial roads and intersections.

On behalf of my colleagues at the Ministry of Attorney General and the Ministry of Public Safety and the Solicitor General, and in accordance with s. 276 of the *Community Charter* and the 2004 Consultation Agreement between the Province and Union of British Columbia Municipalities, I am formally notifying you that the Province would like to commence a consultation regarding potential changes to the TFRS program. Provincial representatives would like to begin the consultation process with UBCM in short order, and have it completed before the end of July 2018.

The Attorney General's Office and the Ministry of Public Safety and Solicitor General will lead this consultation on behalf of the Province and will contact UBCM staff in the near future to formalize timing and details of a consultation plan. If you or your staff have any questions about this work, please contact Jeff Groot, Executive Director, Corporate Priorities and Strategic Engagement, Attorney General's Office, at: 778 698-5200, or by email at: Jeff.Groot@gov.bc.ca.

I hope this consultation will be productive and ultimately result in public safety benefits for local governments, the Province and the citizens of British Columbia.

Sincerely,



Selina Robinson
Minister

pc: Honourable David Eby
Attorney General

Honourable Mike Farnworth
Minister of Public Safety and Solicitor General

Honourable Claire Trevena
Minister of Transportation and Infrastructure

Jeff Groot, Executive Director
Corporate Priorities and Strategic Engagement
Ministry of Attorney General



April 30, 2018

The Honourable Selina Robinson
 Minister of Municipal Affairs and Housing
 Parliament Buildings
 Victoria, B.C.
 V8V 2C2

Re: Traffic Fine Revenue Sharing Program

Dear Minister Robinson,

I write to you in response to your April 5, 2018 letter regarding the Traffic Fine Revenue Sharing (TFRS) program and intention to change the current agreement. While UBCM is open to hearing your concerns and rationale for considering amendments, we wish to register our concerns regarding your intention to change the TFRS agreement.

Suggesting that the TFRS program should be changed because of the expansion of automated traffic enforcement and other unnamed changes is a one-sided perspective that ignores the state of policing in British Columbia. According to provincial data, in 2014, 75 B.C. local governments spent \$1.08 billion on policing services. By 2016, that number rose to \$1.19 billion, an increase of over \$100 million per year in policing costs borne by local governments. In comparison, local governments received only \$58.1 million in traffic fine revenue in 2016/17.

Much of the substantial increase in annual policing costs from 2014-2016 can be attributed to rising costs for independent police departments who face significant cost pressures from arbitrated settlements. With RCMP Members currently seeking a bargaining agent, RCMP unionization could have a similar effect on policing costs for the majority of B.C. local governments that pay for RCMP policing. Local governments also face rising policing costs related to outstanding/unresolved issues (e.g. costs associated with the new RCMP 'E' Division Headquarters), opioid response, cadet training, the new Auxiliary Program, and other necessary training and equipment. These are just some of the many areas of policing that are experiencing rising costs.

Should electronic roadside ticketing be fully implemented, the provincial government has projected an increase of \$44 million to traffic fine revenue over the first 10 years. While this would be welcomed, it would not come close to the increase in policing costs that local governments are expected to manage through limited sources of income.

In 2015/16, UBCM's membership expressed significant concern with the provincial decision to transfer DNA analysis costs to local governments. Given our history, and the fact that the TFRS program represents a much larger financial impact to local governments, it is likely that our membership will have concerns with the Province's intent.

This request comes at a difficult time when many local governments are already spending upwards of 30% of their budgets on protective services, with other major enforcement cost pressures looming. I have asked our staff to make this a priority issue for our Board to discuss with you at the May 18, 2018 UBCM Executive meeting. I look forward to further discussion at that time.

Kind Regards,



Wendy Booth
UBCM President

cc: *The Honourable Mike Farnworth, Minister of Public Safety and Solicitor General*

The Honourable David Eby, Attorney General

Jeff Groot, Executive Director, Corporate Priorities and Strategic Engagement, Attorney General's Office



Meeting 2018 July 11

COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE **DATE:** 2018 JUNE 29

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

SUBJECT: FESTIVALS BURNABY PROGRAM – NEIGHBOURHOOD GRANT
18-N-009 BURNABY NORTH ROAD BUSINESS IMPROVEMENT
ASSOCIATION

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby Grant request from Burnaby North Road Business Improvement Association for Korean Community Day to be held on 2018 September 15 be received.

REPORT

Festivals and Special Events: Neighbourhood Event

Grant File 18-N-009: Burnaby North Road Business Improvement Association

Application Received: 2018 June 20
 Project Budget: \$15,000
 Project Request: \$ 5,000

Previous Support: 2017 Neighbourhood Festivals Burnaby Grant \$3,500
 2016 Neighbourhood Festivals Burnaby Grant \$3,500
 2015 Neighbourhood Festivals Burnaby Grant \$3,000
 2011 Neighbourhood Festivals Burnaby Grant \$3,000

An application request for \$5,000 has been received from Burnaby North Road Business Improvement Association for Korean Community Day on 2018 September 15 at 4501 North Road (Korean Town Centre Mall). This annual event showcases Korean business in the area and invites the neighbourhood to join in the day of activities that

To: *Financial Management Committee*
From: *Director Parks, Recreation & Cultural Services*
Re: *Festivals Burnaby Program - Neighbourhood
Event*

2018 June 29..... Page 2

consist of drumming groups, K Pop dance, martial arts demos, art walks, a tea garden as well as a family carnival area.

The Burnaby North Road Business Improvement Association (BIA) promotes, supports and enhances the business, safety and heritage within the area designated by the City of Burnaby as the Burnaby North Road BIA. Created in 2009, the organization's mission is to support prosperity of the membership through dynamic growth and recognition of the Lougheed Town Centre area.

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. 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:dj:hbmo
18-N-009 Burnaby North Road Business Improvement Association



Meeting 2018 July 11
COMMITTEE REPORT

TO: CHAIR AND MEMBERS
FINANCIAL MANAGEMENT COMMITTEE

DATE: 2018 June 29

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

FILE NO: 02410-20

SUBJECT: FESTIVALS BURNABY PROGRAM - NEIGHBOURHOOD GRANT
18-N-010 MY ARTIST'S CORNER SOCIETY , BC

PURPOSE: Grant Approval Request

RECOMMENDATION:

1. **THAT** the Festivals Burnaby grant request from My Artist's Corner Society, BC for the My Artist's Corner 9th Annual Show on 2018 October 13 be received.

REPORT

Festivals and Special Events: Neighbourhood Event

Grant File 18-N-010: My Artist's Corner Society, BC

Application Received: 2018 June 28

Project Budget: \$2,430.00

Project Request: \$ 972.00

Previous Support: New Festivals Burnaby Grant Applicant

An application request for the amount of \$972.00 has been received from My Artist's Corner Society, BC for My Artist's Corner 9th Annual Show on 2018 October 13 at Shadbolt Centre for the Arts. My Artist's Corner (MAC) is an annual art show. This year MAC plans to showcase the work of member artists, to engage with visitors to help combat mental health stigma and to connect artists with the community at large.

MAC has just celebrated its 10th anniversary. The MAC program supports 25 – 30 artists each year through open studio time, instruction, annual show, and visits to local galleries. MAC's mission is to empower individuals to explore their artistic potential on their journey of mental health and wellness.

To: *Executive Committee of Council*
From: *Director Parks, Recreation & Cultural Services*
Re: *Festivals Burnaby Program - Neighbourhood Event*
18-N-010 My Artist's Corner Society, BC
2018 June 29 Page 2

The application has been completed in full and the applicant has shown evidence that they have the capacity to coordinate the event. 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:dj:hbmo:tc
18-N-010 My Artist's Corner, BC



June 20, 2018

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

Dear Grant Selection Committee,

Re: City of Burnaby 2018 Grant

I am pleased to submit the attached grant application for your review, and hopeful the City of Burnaby will consider providing increased support for our prevention-based mentoring programs in your community. We have had much success with our School-based Mentoring Programs in Burnaby. This past year, we continued our school-based program, the Adult In-School Mentoring Program and the Teen Mentoring Program. Additionally, we are planning to launch our Youth Leadership Program in Burnaby, which provides further training and workshops to the youth who are our teen mentors.

Your financial support is critical in order for us to deliver these programs and support the growing needs of the Burnaby community. As such, we are requesting a grant of \$5,000 to help fund our Burnaby In-School Mentoring, Teen Mentoring Programs and Youth Leadership Program. Please note that we operate these programs from our Burnaby office with one Mentoring Coordinator dedicated to running our School-based Programs serving the Burnaby community.

Research has indicated that children in the middle childhood years are becoming increasingly isolated and need more connection to supportive adults or peers. Your increased contribution would make it possible for us to provide valuable friendship and support for local children who need it now. Witnessing the transformation of a child into a confident, concerned and motivated young person is a remarkable thing, and seeing them grow into successful, responsible members of their community and society at large is even more satisfying. We need you to help us *Start Something* incredible in the City of Burnaby.

Included in this package:

- Big Brothers of Greater Vancouver 2018 Grant Proposal
- Big Brothers of Greater Vancouver 2017 Audited Financial Statements

We welcome the opportunity to discuss our request further and would be pleased to provide you with any additional information. Please do not hesitate to contact Ethan Clow, Development Officer, at (604) 876-2447 x249 or via email at eclow@bbgvf.com

Sincerely,
Big Brothers of Greater Vancouver Foundation

Ethan Clow, Development Officer



Pets and Friends™

'pets visiting people'

60 Semisch Avenue • North Vancouver • BC • V7M 3H8 t. 604.688.1766 e. info@petsandfriends.org w. petsandfriends.org

Registration No. 132807348RR0001

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

June 25, 2018

Dear Financial Membership Committee,

Thank you for considering BC Pets and Friends' request to fund this proposal to support Burnaby Seniors' Mental Health through Pet Therapy in the amount of \$1,000.00. Pets and Friends is a registered Canadian Charity (13280 7348 RR 0001).

Since 1982, the mission of BC Pets and Friends is to provide free pet therapy visits to those in need. When our pet/handler volunteer teams visit seniors in care facilities, staff and family members alike notice an increase in socialization and decrease in anxiety, stress, and depression. Currently, about 390 seniors in the care of 13 Burnaby-based senior care facilities receive weekly visits from a Pets and Friends pet therapy team. However, seven additional senior care facilities in the City of Burnaby have requested pet therapy visit but Pet and Friends is unable to provide due to lack of resources. Those seven facilities on our waitlist have about 30 seniors that would receive weekly pet therapy visits, totaling 270 seniors.

Thank you for your consideration. Should you need additional information, please feel free to contact me at (604) 551-7852.

Sincerely,

Lauren Salmon
Program Manager
BC Pets and Friends



Pets and Friends™

'pets visiting people'

60 Semisch Avenue • North Vancouver • BC • V7M 3H8 t. 604.688.1766 e. info@petsandfriends.org w. petsandfriends.org

Registration No. 132807348RR0001

THE INTENDED USE OF THE GRANT

This project seeks to make the physical, emotional and social benefits of pet therapy accessible to seniors living with mental health issues in seven senior care facilities in the City of Burnaby. By sharing the healing comfort and companionship of animals with seniors living in care facilities, Pets and Friends contributes to the reduction of stress on seniors and their care providers, and enhances seniors' quality of life. Studies that support the value of our project include:

- A study of over 1,000 Canadians aged 65 or older found that having a pet in the lives of participants made them more likely to be physically active and less likely to suffer a rapid decline in health (Woolston, 2013)
- Senior participants in another study received pet therapy visitations twice a week, and were found to have significant decreases in pain, respiratory rate and negative mood and a significant increase in perceived energy level (Coakley & Mahoney, 2009)
- One of the earliest studies on the effect of animals as a form of therapy found that heart patients treated for cardiac arrest who had relationships with pets may have a higher survival rate (Friedmann, Katcher, Lynch & Thomas, 1980)
- Studies have conclusively found that interaction with pets releases the hormone oxytocin, our 'feel-good' hormone that increases well-being and happiness (Beetz, Uvnäs-Moberg, Julius, & Kotrschal, 2012)

With a grant of \$1,000 from The City of Burnaby, Pets and Friends will promote pet therapy volunteer opportunities in local print and online publications with a goal to obtain ten new pet/handler teams to be placed in one the seven Burnaby based senior care facilities on the waitlist. Once volunteers have been interviewed, screened, oriented and trained, they will have received BCPF manuals, uniforms and will pay their insurance fees.

PROJECT TIMELINES

The Burnaby volunteer onboarding cycle is slated to begin in September. Recruitment will begin in mid September, interviews and screenings will be held mid-October with the final orientation slated for the end of October. Newly on-boarded volunteers will begin weekly pet therapy visits in the seven Burnaby facilities by November.

AIMS AND OBJECTIVES

The objective is to onboard ten new pet therapy teams by October of 2018 to provide pet therapy visits to seniors under the care of the seven facilities currently on our waitlist. With about 30 seniors visited per weekly pet therapy session at seven facilities, a \$1,000 grant from The City of Burnaby has the power to provide mental health support to 270 seniors per week.



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"I'll never forget how we would come into a room and no matter what they were doing, they would stop and I could hear, "Star's here, Star's here..." whispered throughout the room. No matter what kind of day the residents were having, they seemed to be smiling when we left and Star made their day a little brighter."

~ Joyce Williams and Star ~
