



## **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 **Wednesday, 2018 November 28** at 5:30 p.m.

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

PRESENT: His Worship, Mayor Mike Hurley, Chair  
Councillor Sav Dhaliwal, 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. Lou Pelletier, Director Planning & Building  
Ms. Shari Wallace, Chief Information Officer  
Mr. John Cusano, Assistant Chief Building Inspector  
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 September 26**

MOVED BY COUNCILLOR MCDONELL

SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Financial Management Committee Open meeting held on 2018 September 26 be adopted.

CARRIED UNANIMOUSLY

### 3. **REPORTS**

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the reports be received.

CARRIED UNANIMOUSLY

a) **Report from the Chief Information Officer**  
**Re: 2019 Information Technology Capital Program**

The Chief Information Officer submitted a report seeking approval for a Capital Reserve Fund Bylaw to finance the 2019 Information Technology Capital Program.

The Chief Information Officer recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Capital Reserves Bylaw in the amount of \$4,654,200 to finance the Information Technology capital program.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

b) **Report from the Director Engineering**  
**Re: 2019 Residential Garbage Fees**

The Director Engineering submitted a report seeking approval to adopt the 2019 Garbage Receptacle Fee structure, and amend the yard waste disposal fee and delivery fee for rain barrels and composters.

Staff advised that the proposed fee structure reduces the difference between the 180L and 240L receptacles to discourage residents from reducing the size of their receptacle for financial reasons, and allow them to increase to the 240L to avoid overfilling the smaller size. Further, the proposed fees will facilitate convergence of the 180L and 240L fees over a number of years to reduce receptacle stock to three sizes. The recommended delivery fee increase to \$50 for rain barrels and composters is intended to reflect the actual cost of the service.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council approve the amendment of 2019 solid waste fees, as described in the report below.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Engineering be adopted.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR DHALIWAL

THAT the report be **AMENDED** to increase the delivery fee for rain barrels and composters from \$5 to \$25.

CARRIED UNANIMOUSLY

Arising from further discussion, a second motion was introduced:

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR MCDONELL

THAT the report be further **AMENDED** to maintain the 2018 annual fees in 2019 for receptacle sizes 120L, 180L and 360L, and reduce the 2019 annual fee from the 2018 rate to \$140 for the 360L size.

CARRIED UNANIMOUSLY

The question was called on the previous motion, THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

c) **Report from the Director Finance**  
**Re: 2019 Waterworks Utility Rates**

The Director Finance submitted a report seeking approval for a 2% increase to the 2019 Waterworks Utility Rates and bylaw revisions, as outlined in the report.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to amend the Burnaby Waterworks Regulation Bylaw 1953 for the 2019 Water Rates contained in Schedule C of this report, and amend the bylaw as outlined in Section 4 of this report, effective 2019 January 01.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

**d) Report from the Director Finance**  
**Re: 2019 Sanitary Sewer Fund Rates**

The Director Finance submitted a report seeking approval for a 2% increase to the 2019 Sanitary Sewer Fund Rates and bylaw revisions, as outlined in the report.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to amend the Burnaby Sewer Parcel Tax Bylaw 1994, the Burnaby Sewer Charge Bylaw 1961, and the Burnaby Sewer Connection Bylaw 1961, to reflect the 2019 rates contained in Schedule C of this report, and the bylaw amendments outlined in Section 4 of this report, effective 2019 January 01.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

**e) Report from the Major Civic Building Project Coordination Committee**  
**Re: Proposed Priority Community Amenity Projects**

The Major Civic Building Project Coordination Committee submitted a report seeking approval to advance four community amenities as priority projects, and funding to undertake program development, feasibility studies, and preliminary design development.

The Major Civic Building Project Coordination Committee recommended:

1. THAT the Council be requested to approve the proposed community amenities as priority projects, as outlined in Section 3.0 of this report.
2. THAT Council be requested to authorize the use of Community Benefit Bonus funds to undertake the necessary program development work, feasibility studies, and preliminary design development for the proposed priority projects, as outlined in Section 3.0 of this report.
3. THAT Council be requested to authorize the issuance of Request for Proposals (RFP) in order to retain the necessary services to undertake program development, feasibility studies, and preliminary design development for the proposed priority projects.
4. THAT a copy of this report be sent to the Parks, Recreation and Culture Commission for information purposes.

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

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

CARRIED UNANIMOUSLY

#### **4. NEW BUSINESS**

##### **Councillor Calendino – Hats Off Day Traffic Control Expenses**

Councillor Calendino inquired regarding the expenses incurred by the Heights Merchants Association for traffic control services provided by the Burnaby RCMP at the 2018 Hats Off Day event.

Staff advised the City will provide for the cost of traffic control services delivered by the RCMP at the 2018 Hats Off Day event. Further, staff noted that the responsibility for providing traffic control services at civic festivals is under review.

Staff undertook to follow up.

##### **Councillor McDonell – Closure of Fred Randall Pool for Maintenance**

Councillor McDonell inquired regarding the length of the Fred Randall Pool closure at the Edmond's Community Centre.

Staff advised that the projected three month closure includes curing time and start up time to fill the pool which can be lengthy, and noted that this construction project is labour intensive.

**Financial Reports as at 2018 Period 09 and Period 11**

The Director Finance submitted the Financial Reports as at 2018 Period 09 and Period 11.

MOVED BY COUNCILLOR CALENDINO  
SECONDED BY COUNCILLOR DHALIWAL

THAT the Financial Reports be received for information.

CARRIED UNANIMOUSLY

Arising from consideration of the reports, the Committee requested additional information on the City's reserves, including the breakdown of Community Amenity Reserves by town centre.

Staff undertook to follow up.

**5. INQUIRIES**

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

**6. ADJOURNMENT**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR CALENDINO

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 6:43 p.m.

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Monica Macdonald  
ADMINISTRATIVE OFFICER

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Mayor Mike Hurley  
CHAIR