



FINANCIAL MANAGEMENT COMMITTEE

MINUTES

An Open meeting of the Financial Management Committee was held in the Clerk's Committee Room, City Hall, 4949 Canada Way, Burnaby, B.C. on **Tuesday, 2019 June 18** at 5:00 p.m. followed by a Closed meeting from which the public was excluded.

1. CALL TO ORDER

PRESENT: His Worship, Mayor Mike Hurley
Councillor Sav Dhaliwal, Vice Chair
Councillor Pietro Calendino
Councillor Paul McDonell

STAFF: Mr. Lambert Chu, City Manager
Mr. Leon Gous, Director Engineering
Ms. Noreen Kassam, Director Finance
Mr. Dave Ellenwood, Director Parks, Recreation and Cultural Services
Mr. Ed Kozak, Director Planning and Building
Ms. Shari Wallace, Chief Information Officer
Mr. John Cusano, Assistant Director - Civic Building Projects
Mr. Tim Van Driel, Manager - Civic Building Projects
Ms. Elaine Wong, Executive Assistant to the Mayor
Ms. Nikolina Vracar, Administrative Officer 2

The Chair called the Open meeting to order at 5:06 p.m.

The Chair acknowledged the unceded, traditional, and ancestral lands of the hən̓q̓əmi̓n̓əm and skwxwú7mesh speaking people, and extended appreciation for the opportunity to hold a meeting on this shared Coast Salish territory.

2. MINUTES

- a) **Minutes of the Financial Management Committee Open meeting held on 2019 May 21**

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Open Financial Management Committee meeting held on 2019 May 21 be adopted.

CARRIED UNANIMOUSLY

Without objection by any member, item 4(a) correspondence regarding the financial report as at 2019 period 05 was brought forward for consideration at this time.

4. CORRESPONDENCE

**a) Memorandum from the Director Finance
Re: Financial Report as at 2019 Period 05**

A memorandum was received from the Director Finance providing an overview of the City's financial activity as of the end of Period 05, and comparing the activity with the 2019-2023 Financial Plan.

The normal order of the agenda resumed.

3. PRESENTATION

**a) Major Civic Building Projects Status Update
Presenters: John Cusano, Assistant Director – Civic Building Projects
Tim Van Driel, Manager – Civic Building Projects**

Mr. John Cusano, Assistant Director – Civic Building Projects, and **Mr. Tim Van Driel**, Manager – Civic Building Projects, provided the following updates:

- Burnaby Lake Aquatic and Arena Facility/C.G. Brown Memorial Pool (four of seven public consultation events are completed, and 1,500 responses have been received to a public consultation survey which closes in 2019 July);
- Willingdon Heights Community Centre (contract for phase I consulting was awarded, a geotechnical investigation agreement has been signed, and public consultation preparations are underway);
- Confederation Community Centre/Eileen Dailly Pool (request for proposal (RFP) submissions for architect and geotechnical work are under evaluation);
- Cameron Community Centre (RFP for Phase I consulting team and architect is being developed);
- South Burnaby Ice Arena (construction funding was approved, and construction tenders are under evaluation);
- child care – Montecito Elementary School (relocation of existing burial site services and modular building shop drawing review are complete, civil work and slab preparation have resumed, and formwork is commencing);
- child care – Capitol Hill Elementary School (site servicing work is complete, and design is being modified before bulk excavation and civil work resume);
- child care – Stride Avenue Community School (preliminary plan approval application is complete, and a consultant for environmental assessment has been contracted);
- child care – Cascade Heights Elementary School (project on hold until an alternative location is selected);

- emergency generators at civic facilities (a funding report for Edmonds Community Centre is forthcoming, and study at Bonsor Recreation Complex is being completed);
- Laurel Street Works Yard Phase I – Yard Building (construction is substantially complete with final occupancy inspection scheduled for 2019 June);
- Laurel Street Works Yard Phase II – Main Building (tender drawings and additional environmental investigations have been received, and tender specifications will be finalized and posted in 2019 July);
- RCMP Interior Renovation (Phase II – Watch Commander is complete, and Phase III – former Operational Communications Centre is scheduled for completion at the end of 2019 July);
- RCMP Drug Lab (design and architect contracts have been awarded);
- Metrotown Events Centre (conceptual design RFP is under review);
- Burnaby Lake/Deer Lake Pedestrian Overpass (RFP to be released to pre-qualified engineering companies); and,
- covered sports boxes (RFP is being completed and studies of two sites are ongoing).

4. CORRESPONDENCE

**a) Memorandum from the Director Finance
Re: Financial Report as at 2019 Period 05**

This agenda item was dealt with previously in the meeting.

5. REPORTS

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

The Chief Information Officer submitted a report requesting a Capital Reserve Fund Bylaw to finance the 2019-2020 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 Fund Bylaw in the amount of \$3,243,900 to finance the Information Technology capital program, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

b) Report from the Director Engineering
Re: 2019 June Engineering Capital Infrastructure Funding Request

The Director Engineering submitted a report requesting the use of Water and Sanitary Reserves and Capital Reserve Fund Bylaw to finance 2019-2021 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 Reserves Fund Bylaw in the amount of \$9,097,100 and the use of the Waterworks Utility Capital Reserves in the amount of \$400,000 to finance Engineering capital infrastructure improvement projects, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

Arising from discussion and without objection by any member, the Committee requested that staff explore options to expedite completion of the infrastructure projects, and commence phase two of the infrastructure project on Marine Drive, from Boundary Road to Patterson Avenue, immediately following the completion of phase one design work.

Staff undertook to follow-up.

Arising from further discussion, the Committee inquired regarding the impact of converting angled parking to parallel parking on Deer Lake Avenue on the total number of parking stalls in the area.

Staff advised that the project will result in a few additional parking stalls, and undertook to provide sketches of the parking stalls' layout to the Committee.

c) Report from the Director Engineering
Re: Sidewalk Construction Program Update

The Director Engineering submitted a report providing information on the current sidewalk construction program and accelerated construction of new sidewalks and urban trails.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council instruct staff to accelerate the construction of sidewalks and urban trails at an average value of approximately \$5,500,000 per year with the detailed program to be developed and approved through the Capital Plan process.
2. THAT the Financial Management Committee recommend Council instruct staff to prioritize new sidewalk and urban trail construction using criteria outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Director Engineering be adopted.

- amended

Arising from discussion and without objection by any member, the Committee requested greater acceleration of the sidewalk construction, recommending that construction be divided among the four quadrants of the City to minimize the impact of increased construction on neighbourhoods. Further, the Committee inquired regarding the collection of funds from infill housing for sidewalk construction.

Staff undertook to follow-up, and to provide a report regarding collection of funds from single family housing developments.

Arising from discussion, the following motion was introduced:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT recommendation #1 of the report be **AMENDED** as follows:

THAT the Financial Management Committee recommend Council instruct staff to accelerate the construction of sidewalks and urban trails at an average value of approximately \$10,000,000 per year with the detailed program to be developed and approved through the Capital Plan process.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendations of the Director Engineering be adopted, **AS AMENDED**.

CARRIED UNANIMOUSLY

d) Report from the Director Finance
Re: Contract Award Towing and Storage Services

The Director Finance submitted a report requesting approval to award a contract to Mundie's Towing, Storage and Service (1976) Ltd. for the towing and storage services in the City.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve the award of a five-year contract to Mundie's Towing, Storage and Service (1976) Ltd. for towing and storage services, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Finance 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

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR MCDONELL

THAT the Committee, in accordance with Sections 90 and 92 of the Community Charter, do now resolve itself into a Closed meeting from which the public is excluded to consider matters concerning litigation or potential litigation affecting the municipality.

CARRIED UNANIMOUSLY

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the Open Committee meeting do now recess.

CARRIED UNANIMOUSLY

The Open Committee meeting recessed at 5:48 p.m.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the Open meeting reconvene.

CARRIED UNANIMOUSLY

The Open Committee meeting reconvened at 6:05 p.m.

9. ADJOURNMENT

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Open meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open Committee meeting adjourned at 6:05 p.m.

Nikolina Vracar
Administrative Officer 2

Mayor Mike Hurley
CHAIR