



FINANCIAL MANAGEMENT COMMITTEE M I N U T E S

**Wednesday, March 11, 2020, 5:00 p.m.
Council Committee Room, City Hall
4949 Canada Way, Burnaby, BC**

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

ABSENT: Councillor Joe Keithley, Member

STAFF: Mr. Lambert Chu, City Manager
Mr. Dave Critchley, Director Public Safety & Community Services
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Ms. Noreen Kassam, Director Finance
Mr. Ed Kozak, Director Planning & Building
Mr. James Lota, Deputy Director Engineering
Mr. Tim Van Driel, Manager Civic Building Projects
Ms. Monica Macdonald, Administrative Officer

1. CALL TO ORDER

His Worship, Mayor Mike Hurley, called the Open meeting to order at 6:00 p.m.

His Worship, Mayor Mike Hurley, recognized the ancestral and unceded homelands of the hən̓q̓əmi̓ñəm and Skwxwú7mesh speaking peoples, and extended appreciation for the opportunity to hold a meeting on this shared territory.

2. **MINUTES**

a) **Financial Management Committee Open meeting held on 2020 February 12**

MOVED BY COUNCILLOR MCDONELL

SECONDED BY COUNCILLOR DHALIWAL

THAT the minutes of the Financial Management Committee meeting held on 2020 February 12 be now adopted.

CARRIED UNANIMOUSLY

3. **CORRESPONDENCE**

a) **Correspondence from the Municipal Finance Authority of BC - Re: Request for Acknowledgement - Municipal Finance Authority of BC (MFA) 50th Anniversary in 2020**

Correspondence was received from Ms. Shelley Hahn, Chief Services Officer, MFA, requesting a letter of acknowledgement and congratulations to recognize the organization's 50th anniversary in 2020.

Arising from discussion, the Committee introduced the following motion:

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR DHALIWAL

THAT the Committee recommend His Worship, Mayor Mike Hurley, on behalf of Council, send a letter of acknowledgement and congratulations to the MFA in recognition of the organization's 50th anniversary in 2020.

CARRIED UNANIMOUSLY

b) **Memorandum from the Director Planning and Building - Re: Major Civic Building Projects Status Update**

A memorandum was received from the Director Planning and Building with a status update on the following civic building projects: Burnaby Lake Aquatic and Arena Facility, Willingdon Heights Community Centre, Confederation Park Community Centre, Cameron Community Centre, South Burnaby Arena, Laurel Street Works Yard (Phase 2), Metrotown Events Centre, and Highway 1 Pedestrian Overpass.

Without objection, the Committee requested staff to identify any changes in the *Est. Completion of Current Project Phase* and *Est. Project Completion Date* columns in future status updates.

Staff undertook to follow up.

4. **REPORTS**

a) **Report from the Executive Assistant to the Mayor - Re: 2020 International Relations and Friendship Cities Committee (IRFCC) Hosting International Delegations**

The Executive Assistant to the Mayor submitted a report seeking authorization to use Gaming Reserves for hosting international delegations and delegation related activities in 2020.

The Executive Assistant to the Mayor recommended:

1. THAT the Financial Management Committee approve the use of Gaming Reserves in the amount of \$30,000 for hosting international delegations in 2020, as outlined in the report.

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Executive Assistant to the Mayor be adopted.

CARRIED UNANIMOUSLY

b) **Report from the Director Engineering - Re: 2020 March Engineering Capital Facilities Management Gaming Reserve Request - City Buildings Heritage and Cultural**

The Director Engineering submitted a report seeking authorization to use the Gaming Reserve to finance the Component Life Cycle Renewal for Heritage and Cultural Buildings projects.

The Director Engineering recommended:

1. THAT the Financial Management Committee authorize the use of the Gaming Reserve in the amount of \$350,000 to finance the Component Life Cycle Renewal for Heritage and Cultural Buildings projects, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

c) **Report from the Director Engineering - Re: 2020 March Engineering Capital Facilities Management Gaming Reserve Request - BurnabyGROW Facility**

The Director Engineering submitted a report seeking authorization to use the Gaming Reserve to finance the Burnaby Green Recycling Organic Waste Facility project.

The Director Engineering recommended:

1. THAT the Finance Management Committee recommend that Council approve completion of the feasibility study for the Burnaby Green Recycling Organic Waste Facility.

2. THAT the Financial Management Committee authorize the use of the Gaming Reserve in the amount of \$150,000 to finance the Burnaby Green Recycling Organic Waste Facility project, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL

SECONDED BY COUNCILLOR CALENDINO

THAT the recommendations of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

d) **Report from the Director Engineering - Re: 2020 March Engineering Capital Infrastructure Bylaw Funding Request**

The Director Engineering submitted a report seeking authorization for the use of Water Reserves and to request a Capital Reserve Fund Bylaw to finance 2020 - 2024 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 \$3,368,700, and the use of Waterworks Utility Capital Reserve in the amount of \$500,000 to finance Engineering capital infrastructure improvement projects, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

e) **Report from the Director Engineering - Re: 2020 March Engineering Capital Infrastructure Bylaw Funding Request - Environmental Rehabilitation Creeks and Culverts**

The Director Engineering submitted a report requesting a Capital Reserve Fund Bylaw to finance 2020 - 2024 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 \$1,000,000 to finance the Engineering capital infrastructure improvement project, as outlined in this report.

MOVED BY COUNCILLOR MCDONELL

SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

f) **Report from the Director Finance - Re: Printshop Equipment Replacement - Numbering, Perforation, and Scoring Machine**

The Director Finance submitted a report requesting a Capital Reserve Fund Bylaw to finance the Numbering, Perforation and Scoring Machine Replacement Project for the Printshop.

The Director Finance 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 \$35,000 to finance the Numbering, Perforation and Scoring Machine Replacement Project, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

g) **Report from the Director Finance - Re: Contract Extension - Microsoft Software Licensing Agreement**

The Director Finance submitted a report seeking approval for a three year contract extension with Microsoft Corporation for desktop, server and database software licences.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve a three year contract extension with Microsoft Corporation in the amount of \$2,547,066.30 including GST in the amount of \$114,913.67, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

h) Report from the Director Finance - Re: Expanding Investment Opportunities

The Director Finance submitted a report with information on the response from the Ministry of Municipal Affairs and Housing to the City's 2019 Union of British Columbia Municipality resolution - *B128 Expanded Asset Class Investments under Prudent Investor Rules*.

The Director Finance recommended:

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

MOVED BY COUNCILLOR MCDONELL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

i) Report from the Director Finance - Re: Gaming Reserve and Gaming Interest Reserve

The Director Finance submitted a report with information on the status of the Gaming Reserve and Gaming Interest Reserve.

The Director Finance recommended:

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

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

j) **Report from the Director Public Safety and Community Services - Re: 2020 Public Safety and Community Services Department Capital Projects Bylaw Funding Request**

The Director Public Safety and Community Services submitted a report requesting a Capital Reserve Fund Bylaw to finance 2020 Public Safety and Community Services Department capital projects.

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 \$848,000 to finance Public Safety and Community Services Department capital projects, as outlined in this report.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

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

CARRIED UNANIMOUSLY

5. **NEW BUSINESS**

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

6. **INQUIRIES**

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

7. **ADJOURNMENT**

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR MCDONELL

THAT the Financial Management Committee do now adjourn at 5:29 p.m.

CARRIED UNANIMOUSLY


CHAIR


ADMINISTRATIVE OFFICER