



## **FINANCIAL MANAGEMENT COMMITTEE**

### **MINUTES**

An Open meeting of the Financial Management Committee was held in the Council Committee Room, Burnaby City Hall, 4949 Canada Way, Burnaby, B.C. on Thursday, 2016 March 24 at 5:30 p.m.

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

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

STAFF: Mr. Lambert Chu, Acting City Manager  
Mr. Lou Pelletier, Director Planning and Building  
Ms. Denise Jorgenson, Director Finance  
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services  
Ms. Shari Wallace, Chief Information Office  
Mr. Dipak Dattani, Deputy Director Engineering  
Mr. Patrick Shek, Chief Building Inspector  
Ms. Blanka Zeinabova, Administrative Officer

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

#### **2. MINUTES**

- a) **Minutes of the Open meeting of the Financial Management Committee held on 2016 February 24**

MOVED BY COUNCILLOR JORDAN

SECONDED BY COUNCILLOR MCDONELL

THAT the minutes of the Open meeting of the Financial Management Committee held on 2016 February 24 be adopted.

CARRIED UNANIMOUSLY

**3. CORRESPONDENCE**

MOVED BY COUNCILLOR JORDAN  
SECONDED BY COUNCILLOR MCDONELL

THAT the correspondence be received.

CARRIED UNANIMOUSLY

**a) Correspondence from Margaret Stevens**  
**Re: Increase in Property Assessment**

Correspondence was received from Margaret Stevens expressing concern regarding increase in property assessment.

Arising from consideration of the correspondence, the Committee also received a memorandum from the City Clerk regarding NAIOP (Commercial Real Estate Development Association), Vancouver Chapter's 2015 Municipal Report Card.

**b) Memorandum from the City Clerk**  
**Re: NAIOP Vancouver 2015 Municipal Report Card**

A memorandum was received from the City Clerk advising that Council, under the New Business portion of the 2016 March 21 Council meeting, referred the NAIOP (Commercial Real Estate Development Association) survey to the Financial Management Committee. The survey compares the relative development costs among more than 20 municipalities in the Lower Mainland.

**4. REPORTS**

MOVED BY COUNCILLOR MCDONELL  
SECONDED BY COUNCILLOR JORDAN

THAT the reports be received.

CARRIED UNANIMOUSLY

**a) Report from the Director Finance**  
**Re: 2016 Gaming Interest & Stabilization Funding Requests**

The Director Finance submitted a report seeking approval for the use of Gaming Interest and Stabilization Funds.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve funding of \$4,016,500 from Operating Gaming Fund and \$3,628,500 from the Stabilization funding for 2016 projects, as outlined in Attachments 1 and 2 of this report.

MOVED BY COUNCILLOR JORDAN

SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

The Committee requested staff AMEND the report as follows:

- Attachment 1 – 2016 Gaming Interest Funding Requests – move \$20,000 to the 'new request' column for the Chalk Art Walk
- Attachment 2 – 2016 Stabilization Funding Requests - Arbitration Costs – CHANGE to 'Human Resources'
- Both attachments – remove the multiple department lines

**b) Report from the Director Finance**  
**Re: Assessment Averaging**

The Director Finance submitted a report providing background information in response to correspondence received from the Minister for Community, Sport and Cultural Development regarding potential tax implications of the 2016 assessment roll.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council not implement property tax averaging given that it redistributes the tax burden from higher valued properties to lower valued properties in a given year.

MOVED BY COUNCILLOR JORDAN

SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

**c) Report from the Director Finance**  
**Re: Burnaby Farmers' Market - 4949 Canada Way**

The Director Finance submitted a report seeking approval for the 2016 Farmers' Market season at Burnaby City Hall.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council authorize staff to enter into a Licence Agreement valued at \$75.00 with the Artisan Farmers' Market Society to operate a weekly market in the City Hall north parking lot for the 2016 summer season, as outlined in this report.

MOVED BY COUNCILLOR JORDAN

SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

**d) Report from the Director Finance**  
**Re: Lease Agreement for 2088 Madison Avenue**

The Director Finance submitted a report seeking authority to enter into a five year agreement with the Burnaby Association for Community Inclusion (BACI) for their continued operation of nine City owned strata units.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council authorize staff to enter into a \$1.00 per year, five-year Lease Agreement from 2015 July 01 to 2020 June 30 with the Burnaby Association of Community Inclusion for the continued operation of nine City owned strata units at 2088 Madison Avenue, as outlined in this report. The terms of agreement will include provision for two five year renewal options.

MOVED BY COUNCILLOR MCDONELL

SECONDED BY COUNCILLOR JORDAN

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

Arising from consideration of the reports, the Committee also received a report from the Director Finance regarding the BC Home Owner Grant Program.

**e) Report from the Director Finance**  
**Re: BC Home Owner Grant Program**

The Director Finance submitted a report providing information on the BC Home Owner Grant Program.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council request the UBCM to petition the Minister of Finance to undertake a Provincial review of the Home Owner Grant Program to determine if a more equitable distribution of the Grant across all regions of the Province can be achieved.

MOVED BY COUNCILLOR JORDAN

SECONDED BY COUNCILLOR MCDONELL

THAT the recommendation of the Director Finance 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 MCDONELL

SECONDED BY COUNCILLOR JORDAN

THAT this Open Committee meeting do now adjourn.

CARRIED UNANIMOUSLY

The Open meeting adjourned at 6:08 p.m.

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Blanka Zeinabova  
ADMINISTRATIVE OFFICER

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Councillor Dan Johnston  
CHAIR