



FINANCIAL MANAGEMENT COMMITTEE M I N U T E S

**Wednesday, October 14, 2020, 5:00 p.m.
Council Chamber, City Hall
4949 Canada Way, Burnaby, BC**

PRESENT: His Worship, Mayor Mike Hurley, Chair
Councillor Sav Dhaliwal, Vice Chair
Councillor Pietro Calendino, Member
Councillor Joe Keithley, Member
Councillor James Wang, Member (*participated electronically*)

STAFF: Mr. Lambert Chu, City Manager
Mr. Dipak Dattani, Director Corporate Services
Mr. Leon Gous, Director Engineering
Ms. Noreen Kassam, Director Finance
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Mr. Bachar Khawajah, Chief Information Officer
Mr. Dan Layng, Chief Licence Inspector
Mr. Johannes Schumann, Assistant Director, Planning and Building
Mr. Tim Van Driel, Manager Civic Building Projects
Ms. Elaine Wong, Executive Assistant to the Mayor
Ms. Monica Macdonald, Administrative Officer
Ms. Samantha Thompson, Council Support Assistant

1. CALL TO ORDER

His Worship, Mayor Mike Hurley, called the Open meeting to order at 5:01 p.m. and conducted the roll call. Due to the COVID-19 pandemic, Councillor James Wang participated electronically.

For the benefit of Councillor Wang, the Administrative Officer reviewed the staff present.

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

2. **MINUTES**

2.1 **Minutes of the Financial Management Committee Open meeting held on 2020 September 09**

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Financial Management Committee meeting held on 2020 September 09 be now adopted.

CARRIED UNANIMOUSLY

Arising from discussion, His Worship, Mayor Mike Hurley, introduced the following motion:

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT Item 4.2 Reports be brought forward for consideration at this time.

CARRIED UNANIMOUSLY

4.2 **Report from the Director Engineering - Re: Storm Sewer Extension Contribution and Fee Bylaw - Funding Options**

The Director Engineering submitted a report seeking authorization for an amendment to the Storm Sewer Extension Contribution and Fee Bylaw 2017, and provision of proportionate refunds to those who previously paid as a condition of the current bylaw.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a bylaw amendment to the Storm Sewer Extension Contribution and Fee Bylaw 2017, approving a 50% cost-share, fixed interest, and beneficiary options, as outlined in Sections 4.1, 4.2 (Option ii) and 4.3 of this report.
2. THAT the Financial Management Committee recommend Council authorize partial refunds for properties that have already paid contributions and fees under the Storm Sewer Extension Contribution and Fee Bylaw 2017, as outlined in Section 4.4 of this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendations of the Director Engineering be adopted.

REFERRED

His Worship, Mayor Mike Hurley, advised that new information has recently become available necessitating further review of the matter, and introduced the following motion:

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the Storm Sewer Extension Contribution and Fee Bylaw – Funding Options Report, be **REFERRED** to staff for further review.

CARRIED UNANIMOUSLY

The normal order of the agenda resumed.

3. CORRESPONDENCE

3.1 Memorandum from the Director Finance - Re: Financial Report as at 2020 Period 08

A memorandum was received from the Director Finance providing an overview of the City's financial activity as of the end of Period 8, and a comparison of that activity with the 2020 - 2024 Financial Plan adopted at the Open Council meeting on 2020 May 11.

The City is currently in an Operating Budget net favorable position of \$6.0 million because of lower than anticipated expenditures primarily due to vacancies; as well as overall lower materials, supplies, consulting and contracted services resulting from the temporary closures and reduced service levels due to the COVID-19 pandemic. This is offset with lower than anticipated revenues of \$2.7 million. The projected deficit at year end is approximately \$6.2 million from the following: continued loss in parking and recreation programs revenues; higher than anticipated prior year assessment appeals for property taxes; and an unbudgeted RCMP earned retirement benefit expenditure, resulting from a recent settlement between the Federal and Provincial Government.

The 2020 capital expenditures to the end of Period 8 are \$66.2 million. This represents a spending of 26% of the planned capital expenditures in 2020. It is anticipated that capital spending in 2020 will be similar to that of 2019.

3.2 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, Willingdon Heights Community Centre, Brentwood Community Benefit Bonus, Confederation Park Community Centre, Cameron Community Centre, South Burnaby Arena, Laurel Street Works Yard (Phase 2), Metrotown Events Centre, Highway 1/Burnaby Lake Overpass, and Fire Hall #8 - SFU.

Staff advised that Council workshops are planned for the following projects: Willingdon Heights Community Centre; Highway 1/Burnaby Lake Overpass; Metrotown Events Centre; and Confederation Park Community Centre.

3.3 Memorandum from the Administrative Officer - Re: Adaptive Re-Use for Fairacres Garage and Stables Building

A memorandum was received from the Administrative Officer advising that, at the Open Council meeting held on 2020 September 28, Council adopted a motion to approve the use of Gaming Reserves to finance design work to support the adaptive re-use of the Fairacres Garage and Stables building at 6344 Deer Lake Avenue.

4. REPORTS

4.1 Report from the Chief Information Officer - Re: 2020 and 2021 Information Technology Capital Program

The Chief Information Officer submitted a report seeking authorization for a Capital Reserve Fund Bylaw to finance the 2020 and 2021 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 Reserve Fund Bylaw in the amount of \$2,982,000 to finance the Information Technology Capital Program, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendation of the Chief Information Officer be adopted.

CARRIED UNANIMOUSLY

4.2 Report from the Director Engineering - Re: Storm Sewer Extension Contribution and Fee Bylaw - Funding Options

This item was dealt with earlier at the meeting.

4.3 Report from the Director Engineering - Re: Amendments to Solid Waste and Recycling Bylaw 2010

The Director Engineering submitted a report seeking authorization for amendments to the fee schedules relating to waste receptacles and multi-family garbage disposal services in the Solid Waste and Recycling Bylaw 2010.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a bylaw to amend the fee schedules in the Solid Waste and Recycling Bylaw 2010, as set out in Sections 4.1 and 4.2 of this report.

MOVED BY COUNCILLOR WANG

SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

4.4 Report from the Director Finance - Re: Temporary Financing Bylaw

The Director Finance submitted a report seeking authorization for borrowing authority to temporarily finance expenditures.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council authorize the City Solicitor to bring forward a Temporary Financing Bylaw to permit borrowing of up to \$10 million as required, during the period 2021 January 01 to December 31, repayable 2021 December 31.

MOVED BY COUNCILLOR DHALIWAL

SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

4.5 Report from the Director Finance - Re: Environmental, Social and Governance (ESG) and Socially Responsible Investment (SRI) Strategy

The Director Finance submitted a report providing information about the City's investment portfolio related to Environmental, Social and Governance and Socially Responsible Investment strategy.

The Director Finance recommended:

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

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

4.6 Report from the Director Parks, Recreation and Cultural Services - Re: 2020 October - Parks, Recreation and Cultural Services Gaming Reserve Projects

The Director Parks, Recreation and Cultural Services submitted a report seeking authorization for the use of the Gaming Reserve to finance the following projects: Accessibility Improvements, Water Conservation Devices, Trail System Development, and the Burnaby Mountain Conservation Area.

The Director Parks, Recreation and Cultural Services recommended:

1. THAT the Financial Management Committee recommend that Council authorize the use of the Gaming Reserve in the amount of \$575,000 to finance the projects, as outlined in this report.

MOVED BY COUNCILLOR KEITHLEY

SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Parks, Recreation and Cultural Services be adopted.

CARRIED UNANIMOUSLY

4.7 Report from the Director Public Safety and Community Services - Re: Repeal of Taxicab Bylaw Regulations and Reduction of the Business Licence Fees Charged for Taxicabs

The Director Public Safety and Community Services submitted a report recommending repeal of the Burnaby Cab Regulations Bylaw 2009 and related

penalties in the Burnaby Bylaw Notice Enforcement Bylaw 2009, and amendment of the Burnaby Business Licence Fees Bylaw 2017 to reduce licence fees for taxicabs. Further, the report is seeking authorization for a partial refund to Bonny's Taxi Ltd.

The Director Public Safety and Community Services recommended:

1. THAT the Financial Management Committee recommend Council to authorize the City Solicitor to bring forward a bylaw to repeal the Burnaby Cab Regulations Bylaw 2009, in response to Provincial legislative changes related to Passenger Directed Vehicles.
2. THAT the Financial Management Committee recommend Council to authorize the City Solicitor to bring forward an amendment to the Burnaby Bylaw Notice Enforcement Bylaw 2009 to repeal the portion of the bylaw relating to the Burnaby Cab Regulations Bylaw 2009.
3. THAT the Financial Management Committee recommend Council to authorize the City Solicitor to bring forward an amendment to the Burnaby Business Licence Fees Bylaw 2017 to align business licence fees for taxicabs with the fees for Transportation Network Services vehicles (TNS or ride-sharing vehicles) under Burnaby Inter-Municipal TNS Business Licence Bylaw 2020.
4. THAT the Financial Management Committee recommend Council to authorize a partial refund to Bonny's Taxi Ltd. for its 2020 business licence fees based on the reduced fees set out in this report.

MOVED BY COUNCILLOR WANG

SECONDED BY COUNCILLOR DHALIWAL

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

CARRIED UNANIMOUSLY

4.8 Report from the Major Civic Building Project Coordination Committee - Re: 2020 Capital Gaming Reserve Request - Fire Dispatch Centre Relocation (ABX.0017)

The Major Civic Building Project Coordination Committee submitted a report seeking authorization for use of the Gaming Reserve to finance the Fire Dispatch Centre Relocation project.

The Major Civic Building Project Coordination Committee recommended:

1. THAT the Financial Management Committee authorize the use of the Gaming Reserve in the amount of \$300,000 to finance the Fire Dispatch Centre Relocation project, as outlined in this report.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Major Civic Building Project Coordination Committee 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 KEITHLEY
SECONDED BY COUNCILLOR CALENDINO

THAT the Financial Management Committee meeting adjourn at 5:57 p.m.

CARRIED UNANIMOUSLY

CHAIR

ADMINISTRATIVE OFFICER