



FINANCIAL MANAGEMENT COMMITTEE

MINUTES

Wednesday, February 17, 2021, 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 (*arrived at 5:02 p.m.*)
Councillor Pietro Calendino, Member
Councillor Joe Keithley, Member
Councillor James Wang, Member

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. Ed Kozak, Director Planning & Building
Mr. Tim Van Driel, Manager Civic Building Projects
Ms. Elaine Wong, Executive Assistant to the Mayor
Ms. Monica Macdonald, Administrative Officer

1. CALL TO ORDER

His Worship, Mayor Mike Hurley, called the Open meeting to order at 5:00 p.m. and conducted the roll call.

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

The Chair advised that there was a late item of correspondence, and introduced the following motion:

MOVED BY COUNCILLOR KEITHLEY

SECONDED BY COUNCILLOR CALENDINO

THAT the correspondence from the Acting Deputy City Clerk – *Emergency Power – Edmonds Community Centre – Grant Application*, be added to the agenda as Item 3.4.

CARRIED UNANIMOUSLY

Councillor Dhaliwal arrived at 5:02 p.m.

2. MINUTES

2.1 Minutes of the Financial Management Committee Open meeting held on 2021 January 20

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the minutes of the Financial Management Committee held on 2021 January 20 be now adopted.

CARRIED UNANIMOUSLY

3. CORRESPONDENCE

3.1 Correspondence from the District of West Vancouver - Re: Split Assessment through a Commercial Sub-Class for 2021

Correspondence was received from the District of West Vancouver providing a copy of a letter from the Ministry of Finance to the District, responding to their request to implement split assessment through a commercial sub-class for 2021.

The Ministry informs that they are consulting with the Intergovernmental Working Group and other stakeholders to work on a long-term solution for commercial tenants' large property tax increases due to rising assessments. As any long-term solution, including a new sub-class, will require significant analysis and consultation, no changes will be introduced to the current property assessment system for the 2021 tax year.

Staff advised that the City has also sent a letter to the Ministry of Finance in support of split assessment through a commercial sub-class for 2021.

3.2 Correspondence from the Down Syndrome Resource Foundation - Re: 2021-2023 Permissive Tax Exemption

Correspondence was received from the Down Syndrome Resource Foundation expressing appreciation for the support of individuals and families with Down Syndrome in Burnaby, and property tax exemption for the years 2021 - 2023.

3.3 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), Highway 1/Burnaby Lake Overpass, and Fire Hall #8 - SFU.

The Committee expressed concern with the scale and the high cost estimates of the major civic building projects currently under design. In addition, the Committee requested that Council consultation occur early in the design process, for earlier input and direction to staff.

Staff advised that workshops have been completed for Cameron Community Centre, and will be scheduled for Burnaby Lake Aquatic and Arena and Confederation Park Community Centre. Further, staff will facilitate an earlier “check in” and cautioned that preliminary cost estimates would be less accurate and more variable.

The Committee inquired regarding the impact of the “Fortius” property acquisition on the overall square footage needs and resulting design of the new facilities.

Staff undertook to review the current programming space, considering the recent acquisition, with recommended square footage for recreational space.

The Committee further inquired regarding the projected completion date for the feasibility study for Fire Hall #8 – SFU.

Staff advised that they are waiting for Simon Fraser University to identify a site before the feasibility study can begin, and will report back to the Committee with a date as soon as a site is chosen.

3.4 Memorandum from the Acting Deputy City Clerk - Re: Emergency Power – Edmonds Community Centre – Grant Application

A memorandum from the Acting Deputy City Clerk was received advising that, at the Open Council meeting held on 2021 February 08, Council approved a grant application to the *Investing in Canada Infrastructure Program – COVID-19 Resilience Infrastructure Stream* program for the Emergency Power at the Edmonds Community Centre Project.

4. REPORTS

4.1 Report from the Director Engineering - Re: 2021 February Engineering Capital Vehicle and Equipment Purchase Bylaw Funding Request

The Director Engineering submitted a report seeking authorization for the use of a Capital Reserve Fund Bylaw to finance 2021 - 2025 Engineering capital vehicle and equipment purchases.

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 \$4,642,600 and the use of Sanitary Sewer Capital Funds in the amount of \$122,000 to finance Engineering capital vehicle and equipment purchases, as outlined in this report.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

4.2 Report from the Director Engineering - Re: 2021 February Engineering Capital Facilities Management Gaming Funding Request

The Director Engineering submitted a report seeking authorization for the use of the Gaming Reserve to finance 2021 – 2022 Engineering Capital Facilities Management improvement projects.

The Director Engineering recommended:

1. THAT the Financial Management Committee recommend Council authorize the use of the Gaming Reserve in the amount of \$500,000 to finance the Component Life Cycle Renewal for Heritage and Cultural Buildings projects, as outlined in this report.

MOVED BY COUNCILLOR WANG
SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

4.3 Report from the Director Engineering - Re: 2021 February Engineering Capital Transportation Bylaw Funding Request

The Director Engineering submitted a report seeking authorization for use of a Capital Reserve Fund Bylaw to finance 2021 - 2022 Engineering capital transportation projects.

The Director Engineering 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 \$3,320,000 to finance Engineering capital transportation improvement projects, as outlined in this report.

MOVED BY COUNCILLOR DHALIWAL

SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

4.4 Report from the Director Engineering - Re: 2021 February Engineering Capital Infrastructure Bylaw Funding Request

The Director Engineering submitted a report seeking authorization for the use of Waterworks Utility and Sanitary Sewer Fund Capital Reserves; as well as a Capital Reserve Fund Bylaw to finance 2021 - 2025 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 Reserve Fund Bylaw in the amount of \$3,150,000, the use of Sanitary Sewer Fund Capital Reserves in the amount of \$4,250,000 and the use of Waterworks Utility Capital Reserves in the amount of \$3,163,000 to finance Engineering capital infrastructure improvement projects, as outlined in this report.

MOVED BY COUNCILLOR CALENDINO

SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

4.5 Report from the Director Engineering - Re: 2021 February Engineering Capital Facilities Management Bylaw Funding Request

The Director Engineering submitted a report seeking authorization for the use of a Capital Reserve Fund Bylaw to finance 2021 - 2022 Engineering capital Facilities Management improvement projects.

The Director Engineering 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 \$2,345,000 to finance the Engineering capital Facilities Management improvement projects, as outlined in this report.

MOVED BY COUNCILLOR KEITHLEY

SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Director Engineering be adopted.

CARRIED UNANIMOUSLY

4.6 Report from the Director Finance - Re: Assessment Appeal Costs

The Director Finance submitted a report providing an update on the assessment appeal costs impacting City finances in 2020, and recommending that the Mayor call on the Minister of Finance to conduct a review of the assessment appeal process.

The Director Finance recommended:

1. THAT the Mayor, on behalf of City Council, write to the BC Minister of Finance, with a copy of all Metro Vancouver Municipalities, and Burnaby Members of the Legislature, requesting a review of the assessment appeal process and respective legislation, as outlined in Section 4 of this report.

MOVED BY COUNCILLOR WANG

SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

4.7 Report from the Director Finance - Re: 2021 - 2025 Provisional Financial Plan

The Director Finance submitted a report providing the 2021 - 2025 Provisional Financial Plan.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council receive the 2021 - 2025 Provisional Financial Plan.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Finance be adopted.

CARRIED UNANIMOUSLY

4.8 Report from the Director Finance - Re: Change to the Burnaby Routine Transaction Authority Bylaw 1999

The Director Finance submitted a report seeking approval to change the Routine Transaction Authority Bylaw to increase the City Manager's spend and approval limits.

The Director Finance recommended:

1. THAT the Financial Management Committee recommend Council approve an increase to the City Manager's authority to approve an award of contract and execute legal agreements for procurement of municipal goods, services and construction where the authorized level does not exceed \$1,000,000.
2. THAT the Financial Management Committee recommend Council authorize the City Solicitor to prepare a bylaw amendment to the Burnaby Routine Transaction Authority Bylaw 1999 to implement the proposed spend and approval limits increase for the City Manager.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendations of the Director Finance be adopted.

CARRIED UNANIMOUSLY

4.9 Report from the Major Civic Building Projects Coordination Committee - Re: Metrotown Events Centre Project (MEC) - Phase One Feasibility Study

The Major Civic Building Project Coordination Committee submitted a report summarizing the findings of the Phase One - Feasibility Study for the Metrotown Event Centre project.

The Major Civic Building Project Coordination Committee recommended:

1. THAT the Committee and Council receive this report for information purposes.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

The Committee expressed concern regarding the estimated cost of construction and operation of the Centre, and debated the project's relative merits and necessity.

Arising from discussion, the Committee introduced the following motion:

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT staff bring forward a report on the advisability and feasibility of proceeding to Phase 2 of the Metrotown Events Centre project.

CARRIED UNANIMOUSLY

Arising from further discussion, the Committee advised that, given the estimated cost of construction and operation of the Centre, they still need to be convinced the project is acceptable to the City.

4.10 Report from the Major Civic Building Projects Coordination Committee - Re: Burnaby Lake - Highway 1 Pedestrian Overpass Phase One Feasibility Study

The Major Civic Building Project Coordination Committee submitted a report summarizing the findings for the Burnaby Lake - Highway 1 Pedestrian Overpass Phase One Feasibility Study, and seeking authorization to proceed with the next phase of design.

The Major Civic Building Project Coordination Committee recommended:

1. THAT the Financial Management Committee recommend Council approve the schematic design of the Highway 1 Pedestrian Overpass project in principal and authorize staff to proceed to the detailed design of Option 1 of the western crossing options, as outlined in the report.
2. THAT the Financial Management Committee recommend Council authorize staff to undertake the first phase of selecting location and schematic design works for a possible future second (eastern) crossing.
3. THAT a copy of the report be forwarded to the Parks, Recreation and Culture Commission for information purposes.

MOVED BY COUNCILLOR WANG
SECONDED BY COUNCILLOR DHALIWAL

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

TABLED

The Committee expressed concern that Option 1 for the western crossing is too far to the east, does not connect with the services at Deer Lake, and inquired into building a crossing west of Option 1. Additionally, the Committee inquired regarding the effect of the additional 0.5 km east would have on the use by walkers.

Staff advised that their research shows a 0.5 km distance would be well within what people would walk recreationally.

Further, staff stated that west of Option 1 conflicts with archeological sites, BC Hydro property, and results in a negative impact to the Ministry of Transportation infrastructure. As well, pursuing options west of Option 1 would delay the project by many months, possibly years, and increase the cost with no guarantee of a successful outcome.

The Committee advised that they would like to further investigate the other options, and requested a walk with staff to look at the sites.

The Committee stated that the crossing supports the goals of the Transportation Plan by creating an active transportation corridor which will tie into the City's other roadways and pathways.

Arising from further discussion, the Committee introduced the following motion:

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR WANG

THAT the report be **TABLED** to allow the Committee further review of the western crossing options.

CARRIED

(Opposed: Mayor Hurley)

Staff undertook to facilitate a walk through the sites.

.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 KEITHLEY

THAT the Financial Management Committee meeting adjourn at 6:39 p.m.

CARRIED UNANIMOUSLY

CHAIR

ADMINISTRATIVE OFFICER