



FINANCIAL MANAGEMENT COMMITTEE

MINUTES

Wednesday, October 13, 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
Councillor Pietro Calendino, Member
Councillor Joe Keithley, Member
Councillor James Wang, Member

STAFF: Mr. Leon Gous, Chief Administrative Officer
Ms. Noreen Kassam, Deputy CAO/CFO
Mr. Dipak Dattani, Director Corporate Services
Mr. James Lota, Director Engineering
Mr. Dave Ellenwood, Director Parks, Recreation & Cultural Services
Mr. Ed Kozak, Director Planning & Building
Mr. Dave Critchley, Director Public Safety & Community Services
Mr. Tim Van Driel, Manager Civic Building Projects
Ms. Kathryn Matts, Administrative Officer 2
Ms. Georgette Cabrilo, Council Support Assistant

1. CALL TO ORDER

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

His Worship, Mayor Mike Hurley, recognized the ancestral and unceded homelands of the hən̓q̓əmin̓əm̓ 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 2021 September 07**

MOVED BY COUNCILLOR DHALIWAL

SECONDED BY COUNCILLOR CALENDINO

THAT the minutes of the Financial Management Committee meeting held on 2021 September 07 be now adopted.

CARRIED UNANIMOUSLY

3. **CORRESPONDENCE**

3.1 **Memorandum from the Deputy Chief Administrative Officer and Chief Financial Officer - Re: Financial Report as at 2021 Period 08**

A memorandum was received from the Deputy Chief Administrative Officer and Chief Financial Officer, providing an overview of the City's financial activity as of the end of Period 08 and to compare that activity with the 2021-2025 Financial Plan adopted by Council on 2021 May 1

The City is currently in a net favourable position of \$11.4M, at the end of Period 08, due to reduced expenditures of \$12.3M primarily due to compensation savings and overall lower operating expenditures. This favourable position in expenditures is offset by \$1.0M in lower than budgeted revenues primarily due to reduced parking revenues and Parks, Recreation and Cultural Services program and registration revenues. The higher permit and fee revenues, and business licence revenues, as well as other external recoveries offset these lower revenues. The year-end General Fund forecast shows a \$6.0M surplus attributed, in part, by the remaining \$4.9M from the 2020 BC Restart Grant.

The City Sanitary Sewer Fund and the Waterworks Utility Fund operating results show a year-end forecast of \$1.1M and \$2.1M, respectively.

The capital plan total for 2021 is \$293.6M. The 2021 capital expenditures to the end of Period 08 are \$110.0M. To date, 37.5% of the planned capital expenditures have been spent compared to 26.1% in the same period in 2020.

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 summarizing the current status of the following major civic building projects: Burnaby Lake Aquatic and Arena; Brentwood Community Centre; Confederation Park Community Centre; Cameron Community Centre; South Burnaby Arena;

Laurel Street Works Yard (Phase 2); Highway 1/Burnaby Lake Overpass; Fire Hall #8-SFU; and, City Hall Space Needs Study.

Staff advised that, with respect to the South Burnaby Arena Project, the estimated completion date has been delayed due to a delay in materials.

The Committee expressed concern with the extended delay of the South Burnaby Arena and the impact that the delay has on other projects including the Burnaby Aquatic and Arena project.

3.3 Memorandum from the Acting Deputy City Clerk - Re: 2022 Fees for Planning and Building Permits, Applications and other Services

A memorandum was received from the Acting Deputy City Clerk advising that Council, at the Open Council meeting held on 2021 September 20, approved the 2022 fees for Planning and Building Department's permits, applications and other services for cost recovery purposes. Arising from discussion, Council directed that the Financial Management Committee review future Planning and Building fees to achieve fee equity.

Staff advised that a thorough review is conducted on an annual basis and they will add the fee equity lens in terms of fees going forward.

3.4 Memorandum from the Acting Deputy City Clerk - Re: Request for Community Benefit Bonus Affordable Housing Reserve Grant M'akola Housing Society 6488 Byrnpark Drive Rezoning Reference #20-16 Edmonds Town Centre Plan Area

A memorandum was received from the Acting Deputy City Clerk advising that Council, at the Open Council meeting held on 2021 October 04, approved a Community Benefit Bonus Affordable Housing Reserve grant of \$552,516.60.

4. REPORTS

4.1 Report from the Deputy Chief Administrative Officer and Chief Financial Officer - Re: Temporary Financing Bylaw

The Deputy Chief Administrative Officer and Chief Financial Officer submitted a report seeking Council authorization to obtain borrowing authority to temporarily finance expenditures.

The Deputy Chief Administrative Officer and Chief Financial Officer 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 2022 January 01 to 2022 December 31, repayable 2022 December 31.

MOVED BY COUNCILLOR KEITHLEY
SECONDED BY COUNCILLOR WANG

THAT the recommendation of the Deputy Chief Administrative Officer and Chief Financial Officer be adopted.

CARRIED UNANIMOUSLY

4.2 Report from the Director Engineering - Re: Engineering Capital Projects Status Update

The Director Engineering submitted a report providing an update on the current status of Engineering capital projects.

The Director Engineering recommended:

1. THAT the Financial Management Committee forward this report to Council for information.

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 Planning and Building - Re: Child Care at the Christine Sinclair Community Centre

The Director Planning and Building submitted a report seeking Committee and Council approval to initiate a Request for Proposals process to select an operator for a new child care centre at the Christine Sinclair Community Centre.

The Director Planning and Building recommended:

1. THAT the Committee request Council approve the proposed Request for Proposal process to select a non-profit operator of a new child care centre at the Christine Sinclair Community Centre, as outlined in Section 7.0 of the report.

MOVED BY COUNCILLOR DHALIWAL
SECONDED BY COUNCILLOR CALENDINO

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

4.4 Report from Director Planning and Building - Re: City-School District Partnership on Child Care Facilities - Update and Request for Funding

The Director Planning and Building submitted a report updating Council on recently funded projects and seeking funding approval for new child care spaces at Burnaby North Secondary and Brentwood Park Elementary.

The Director Planning and Building recommended:

1. **THAT** the Committee recommend Council authorize the release of a capital grant of \$664,000, previously approved in principle by Council, from the Community Benefit Bonus Reserve to finance 24 new infant/toddler spaces at Burnaby North Secondary, as detailed in Section 5.0 of the report.
2. **THAT** the Committee recommend that Council approve in principle an expenditure of \$1,429,864 from the Community Benefit Bonus Reserve funds for a new 37-space child care centre (12 infant/toddler spaces and 25 three-to-five year old spaces) at the Brentwood Park Elementary school site, as detailed in Section 6.0 of the report.
3. **THAT** staff be authorized to apply for Provincial New Spaces funding to support the development of the new child care centre at the Brentwood Park Elementary site.

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

THAT the recommendations of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

Staff advised that they have recently adopted a strategic plan for delivering child care across the spectrum. The plan includes a number of strategies to increase the number of child care spaces in the City. Staff will continue to work with School District 41 and look for other opportunities to partner with them.

4.5 Report from the Director Planning and Building - Re: Community Amenity Space at 2038 Rosser Avenue - Brentwood Town Centre

The Director Planning and Building submitted a report requesting the use of the Community Benefit Bonus Reserve to finance improvements at the Community Amenity Space Solo District Phase 3 in the Brentwood Town Centre.

The Director Planning and Building recommended:

1. THAT the Financial Management Committee recommend Council authorize the use of the Community Benefit Bonus Reserve in the amount of \$250,000 to finance improvements at the Community Amenity Space Solo District Phase 3, as outlined in the report.

MOVED BY COUNCILLOR WANG

SECONDED BY COUNCILLOR DHALIWAL

THAT the recommendation of the Director Planning and Building be adopted.

CARRIED UNANIMOUSLY

4.6 Report from the Major Civic Building Project Coordination Committee - Re: Burnaby Fire Station #8 - Burnaby Mountain

The Major Civic Building Project Coordination Committee submitted a report requesting the use of the Community Benefit Bonus Reserve to finance a Feasibility Study and Schematic Design work for Burnaby Fire Station #8.

The Major Civic Building Project Coordination Committee recommended:

1. **THAT** the Financial Management Committee recommend Council authorize the use of the Community Benefit Bonus Reserve in the amount of \$1,000,000 to finance a feasibility study and the Phase I design work for Burnaby Fire Station #8, as outlined in the report.

MOVED BY COUNCILLOR KEITHLEY

SECONDED BY COUNCILLOR WANG

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

CARRIED UNANIMOUSLY

5. NEW BUSINESS

Water Supply Issues

His Worship, the Mayor, advised that the Provincial Government announced grants for projects that support water supply issues and water improvement issues.

Staff undertook to investigate projects that could qualify for the grants.

6. INQUIRIES

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

7. CLOSED

MOVED BY COUNCILLOR CALENDINO
SECONDED BY COUNCILLOR KEITHLEY

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 negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public.

CARRIED UNANIMOUSLY

8. ADJOURNMENT

Without objection, the Open Committee/Commission meeting adjourned at 5:34 p.m.

His Worship, Mayor Mike Hurley
CHAIR

Kathryn Matts
ADMINISTRATIVE OFFICER 2