



FINANCIAL MANAGEMENT COMMITTEE M I N U T E S

Tuesday, May 21, 2024, 2:00 p.m.
Council Chamber, City Hall
4949 Canada Way, Burnaby, BC

PRESENT: Councillor Pietro Calendino, Chair
Councillor Alison Gu, Vice Chair
Mayor Mike Hurley
Councillor Sav Dhaliwal
Councillor Joe Keithley

STAFF: Leon Gous, Chief Administrative Officer
Noreen Kassam, Deputy Chief Administrative Officer / Chief Financial Officer
Dave Critchley, General Manager Community Safety
Juli Halliwell, General Manager Corporate Services
May Phang, General Manager Engineering
James Lota, General Manager Lands & Facilities
Mary Morrison-Clark, General Manager Parks, Recreation & Culture
Ed Kozak, General Manager Planning & Development
Charles Allen, Director Civic Building Projects
Denise Chak, Administrative Officer 1

1. CALL TO ORDER

The Chair called the Open Committee meeting to order at 2:00 p.m.

2. LAND ACKNOWLEDGEMENT

Chair Calendino recognized the ancestral and unceded homelands of the hə́nqəminə́m and Skwxwú7mesh speaking peoples, and extended appreciation for the opportunity to hold a meeting on this territory.

3. **ADOPTION OF AGENDA**

3.1 **Financial Management Committee Agenda for May 21, 2024**

THAT the agenda for the Financial Management Committee meeting of May 21, 2024 be adopted, as presented.

CARRIED UNANIMOUSLY

4. **ADOPTION OF MINUTES**

4.1 **Minutes of the Financial Management Committee Open meeting held on April 8, 2024**

THAT the minutes of the Financial Management Committee meeting held on April 8, 2024, be now adopted.

CARRIED UNANIMOUSLY

5. **DELEGATIONS & INVITED PRESENTATIONS**

No delegation requests or presentations were received.

6. **ADMINISTRATIVE REPORTS**

6.1 **BURNABY CONSOLIDATED FEES AND CHARGES BYLAW - 2024 MID-YEAR AMENDMENTS**

The Deputy Chief Administrative Office/Chief Financial Officer submitted a report proposing mid-year 2024 fee amendments to certain fee schedules within the Burnaby Consolidated Fees and Charges Bylaw.

THAT the proposed general fee amendments, as outlined in Attachment 1 of the report titled "Burnaby Consolidated Fees and Charges Bylaw – 2024 Mid-Year Amendments" dated May 21, 2024, be approved effective July 1, 2024;

THAT the proposed Parks, Recreation and Culture (PRC) fee updates, as outlined in Attachment 2 of the report titled "Burnaby Consolidated Fees and Charges Bylaw – 2024 Mid-Year Amendments" dated May 21, 2024, be approved effective September 1, 2024; and

THAT the City Solicitor be authorized to bring forward a bylaw to amend the Burnaby Consolidated Fees and Charges Bylaw, to implement the fee

adjustments set out in Attachment 1, effective July 1, 2024, and repeal and replace Schedule F3 as set out in Attachment 2, effective September 1, 2024.

CARRIED UNANIMOUSLY

6.2 SHARED SERVICES AGREEMENT - E-COMM BURNABY INFORMATION CHANNEL

The General Manager Corporate Services submitted a report seeking Council approval to negotiate, finalize, and execute an agreement relating to shared services costs for the E-Comm Burnaby Information Channel.

THAT staff be authorized to negotiate, finalize, and execute an agreement between Burnaby, E-Comm, the City of North Vancouver, and the District of North Vancouver for the shared services and costs of the E-Comm Burnaby Information Channel, substantially on the terms set out in Section 3.0 of the report titled “Shared Services Agreement – E-Comm Burnaby Information Channel”, dated May 21, 2024.

CARRIED UNANIMOUSLY

7. INFORMATION REPORTS

7.1 2023 CANADA COMMUNITY-BUILDING FUND UPDATE

The Deputy Chief Administrative Office/Chief Financial Officer submitted a report providing an update on the Federal Canada Community-Building Fund Program for 2023.

THAT items 7.1 to item 7.5 on the Financial Management Committee agenda of May 21, 2024, be received for information.

CARRIED UNANIMOUSLY

7.2 FIREHALL STATION #8 - GRANT UPDATE

The Deputy Chief Administrative Office/Chief Financial Officer submitted a report providing an update on the Firehall Station #8 grant from the Western Economic Diversification Canada Program.

7.3 LOCAL GOVERNMENT CLIMATE ACTION PROGRAM FUNDING

The Deputy Chief Administrative Office/Chief Financial Officer submitted a report providing information on Provincial funding for the Local Government Climate Action Program.

7.4 UNITED WAY PERIOD PROMISE CAMPAIGN

The General Manager Lands and Facilities submitted a report providing an update on the status of the Period Promise Campaign.

7.5 SU: MAJOR CIVIC BUILDING PROJECTS - AS OF MAY 2024

The General Manager Lands and Facilities submitted a report providing an update on the current status of major civic building projects.

7.6 VERBAL REPORT - SU: PRC CAPITAL PROJECTS

Bob Farahani, Director PRCS Project Management Office, and Sarah Kosari, Senior Manager PRC PMO provided a verbal status update on major capital projects that have been completed and are currently in progress in PRC.

Sarah Kosari, Senior Manager PRC PMO advised the PRC Project Management Office, a small team of three (3) project managers, started one and a half years ago under the leadership of Bob Farahani to deliver special capital projects. The speaker noted the capital projects expenditures in 2023 was over 83% of planned expenditures whereas in 2022 it was only 40%.

The speaker highlighted the following completed projects:

- BLSW Certified Artificial Field #5
- Burnaby Lake Pavilion Grandstand
- Swangard Stadium Track Replacement
- Squint Lake Pickleball Courts
- BNSS Field Lighting - South all-gravel field

The speaker highlighted the following projects currently under construction, out to tender, or in design:

- Burnaby Lake Pavilion Phase II: Bridge Pier (under construction)
- Squint Lake Parking Lot Improvement (tender)
- Deer Lake Pedestrian Footbridge (in design)
- Burnaby Mountain Air Bike Skills Park Redevelopment (in design)
- Burnaby Village Museum Tram Barn Improvements (in design)

- Confederation Park Stormwater Management (in design)
- Fraser Foreshore Pier Rehab (in design)

8. **CORRESPONDENCE**

No items of correspondence were received.

9. **OTHER BUSINESS**

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

10. **ADJOURNMENT**

By unanimous consent and without objection, the Open Committee meeting adjourned at 3:03 p.m.

Councillor Pietro Calendino
CHAIR

Denise Chak
ADMINISTRATIVE OFFICER