

**FINANCIAL MANAGEMENT COMMITTEE**

*HIS WORSHIP, THE MAYOR  
AND COUNCILLORS*

**SUBJECT: FINANCIAL MANAGEMENT COMMITTEE – TERMS OF REFERENCE  
UPDATE**

**RECOMMENDATION:**

1. **THAT** Council approve the changes to the Financial Management Committee's Terms of Reference, as set out in this report.

**REPORT**

The Financial Management Committee, at its meeting held on 2018 February 15, discussed changes to the Committee's Terms of Reference to streamline the award nominations and recommendations process.

On 2017 February 20, Council approved appointments and reappointments of Council members and citizen representatives to various Boards, Committees and Commissions, regionally and locally. One of the recommendations in the report was to approve the changes to the Boards, Committees and Commissions of Council. Under Section 4.0 of the report, Council approved structural changes to the Financial Management Committee. The Executive Committee of Council was integrated with the Financial Management Committee, which necessitated changing the Committee's Terms of Reference.

The changes were made to the Committee's Terms of Reference. A new Section 2.19 states: "To form a sub-committee for the purpose of reviewing award nominations and make final recipient recommendations to Council on the following:

- City's Outstanding Citizen of the Year (Kushiro Cup recipient)
- Environmental Awards and Stars Program
- Burnaby Local Heroes."

In 2017, the Financial Management Sub-Committee consisted of all the members of the Financial Management Committee. The Sub-Committee dealt with the nominations of Kushiro Cup recipients, Environmental Awards and Stars Program recipients, and Local Hero recipients.

To: His Worship, the Mayor and Councillors  
From: Financial Management Committee  
Re: FMC – TOR Update  
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To streamline this process and provide for more transparency, it is recommended that Council approve the following change to Section 2.19 of the Committee’s Terms of Reference:

“2.19 To review award nominations and make final recipient recommendations to Council on the following:

- *City’s Outstanding Citizen of the Year (Kushiro Cup recipient)*
- *Environmental Awards and Stars Program*
- *Burnaby Local Heroes.”*

Respectfully submitted,

Councillor D. Johnston  
Chair

Councillor C. Jordan  
Vice Chair

Copy: City Manager  
Director Corporate Services  
Director Engineering  
Director Finance  
Director Parks, Rec. and Cultural Services  
Director Planning and Building  
Director Public Safety and Community Services  
City Clerk