

Minutes of the Freestanding Committee of the Whole (Corporate Services Committee - Budget) meeting of the DISTRICT OF MISSION held in the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on Wednesday, September 09, 2015 commencing at 1:00 p.m.

Committee Members Present: Mayor Randy Hawes
Councillor Pam Alexis
Councillor Carol Hamilton
Councillor Jim Hinds
Councillor Rhett Nicholson
*joined the meeting at 1:20 pm
Councillor Danny Plecas

Committee Members Absent: Councillor Jenny Stevens

Staff Members Present: Ron Poole, Chief Administrative Officer
Rogine Battel, Manager, RCMP Administration
Kathryn Bekkering, Manager of Human Resources
Kris Boland, Manager of Finance
Michael Boronowski, Manager of Civic Engagement and
Community Initiatives
Inspector De Jager, Mission RCMP Detachment
*Matt Dunham, Operations Manager
*Michele Fernie, Engineering Technologist II – Assets
Rick Grant, Assistant Operations Manager
Dave Heyes, Manager of Forestry Business
Jay Jackman, Manager of Assets, Infrastructure & Projects
Chris Knowles, Manager of Information Services
Tracy Kyle, Director of Engineering & Public Works
Kerri Onken, Deputy Treasurer/Collector
Scott Ross, Manager of Accounting Services
Jennifer Russell, Deputy Corporate Officer
Maureen Sinclair, Director of Parks, Recreation & Culture
Chief Watkinson, Mission Fire/Rescue Service
Mike Younie, Deputy Chief Administrative Officer
Debi Decker, Administrative Assistant
Haylee Gould, Administrative Assistant
*Present for a portion of the meeting

Members of the Public: 0

Members of the Press: 0

1. CALL TO ORDER

The meeting was called to order.

2. ADOPTION OF AGENDA

COW15/030
SEPT 9/15

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED:

That the September 9, 2015 Corporate Services Committee - Budget meeting agenda be adopted.

CARRIED

Councillor Hamilton assumed the Chair.

3. CORPORATE SERVICES

COW 15/031
SEPT 9/15

Mini-Budget Questionnaires

Reference was made to a report from the Manager of Civic Engagement and Corporate Initiatives dated September 9, 2015 which presented a summary of the results from the mini budget questionnaires that were delivered on-line and through the local newspaper over the summer months. This summary was presented for the committee's information.

Staff were directed to provide the results of the mini budget questionnaires on the District's website.

COW 15/032
SEPT 9/15

Spending Packages for 2016 Draft General Fund

A report was provided from the Deputy Treasurer/Collector dated September 9, 2015 summarizing the operating spending packages submitted by departments.

Staff are requesting the committee provide which, if any, of the submitted spending packages are to be included in the 2016 draft operating budget.

Staff noted:

- that the Transfer to Drainage Capital Reserve spending package, along with a report on establishing drainage as a utility, will be brought forward at the October 14, 2015 Freestanding Committee of the Whole – Corporate Services (Budget) meeting where utility funds will be discussed;
- a report will be coming forward to Council regarding the Spring Ice Pilot Project; and
- that there have been no increases to the transfers to capital reserve funds for a few years.

The committee discussed the spending packages and it was:

Moved by Councillor Hinds, and

RECOMMENDED:

1. That discussion and possible decisions on the operating spending packages submitted by departments be deferred to the September 30, 2015 Freestanding Committee of the Whole – Corporate Services (Budget) Meeting, and
2. That staff provide additional details to Council on the following spending packages:
 - a) Corporate Services Civic Engagement Staffing; and

b) Engineering & Public Works Business Manager position.

CARRIED

COW 15/033
SEPT 9/15

Pavement Management Program Funding Update

A report from the Engineering Technologist II – Assets dated September 9, 2015 was provided regarding future funding for the pavement management program.

Moved by Councillor Alexis, and

RECOMMENDED:

1. That the current funding level for the Pavement Management Program be maintained for 2016; and
2. That staff undertake a thorough review of the Pavement Management Program and funding strategy for the 2017 budget process.

A power point presentation was provided that showed Mission roads with various levels of PCI (a measure of pavement condition), including an indication of the approximate per square meter cost to repair.

Staff confirmed that they are hopeful that a report that will have assessment information on the condition of the District roads and the amount of funding needed for the pavement management program will be ready for the 2017 budgeting process.

The committee discussed the issue and it was:

COW15/034
SEPT 9/15

Moved by Councillor Hinds, and

RECOMMENDED: That discussion and a possible decision on funding the Pavement Management Program be deferred until the September 16, 2015 Freestanding Committee of the Whole – Corporate Services (Budget) Meeting.

CARRIED

COW 15/035
SEPT 9/15

Community Works Gas Tax Funds

A report was provided by the Manager of Finance dated September 9, 2015 requesting Council's consideration to increase the use of Community Works Gas Tax Reserve funds over the next three years, in order to free up capital reserve funds for other priority projects, as well as build up the Roads Capital Reserve fund.

Staff clarified that the Community Works Gas Tax Agreement had recently been renewed until 2023 and that the current agreement focuses on replacement or new infrastructure on lands owned by the municipality. Staff confirmed that infrastructure on provincially or regional district owned properties would not be eligible for Gas Tax funds.

The committee discussed the issue and it was:

Moved by Mayor Hawes, and

RECOMMENDED:

1. That for the years 2016, 2017 and 2018, \$900,000 of annual funding from the Roads Capital Reserve Fund towards the pavement management program be replaced with \$900,000 of funding from the Community Works Gas Tax Reserve Fund; and

2. That for years 2016, 2017 and 2018, \$800,000 of annual transfers to the Roads Capital Reserve Fund be redirected to the General Capital Reserve Fund.

CARRIED

COW 15/036
SEPT 9/15

2016 General Operating fund Draft Budget Status

A report from the Deputy Treasurer/Collector dated September 9, 2015 was discussed and provided clarification on the status of the 2016 draft general operating fund budget.

Staff noted the following budget items are pending and will keep the committee updated as information is received:

- the annual fees and charges review that will indicate any increase in revenues;
- a number of contract increases;
- BC Transit and the West Coast Express Train Bus;
- new construction revenue; and
- the submitted spending packages.

4. ADJOURNMENT

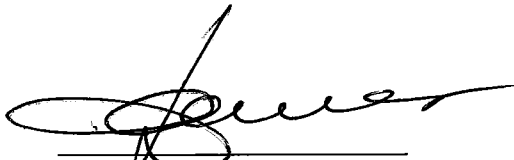
COW15/037
SEPT 9/15

Moved by Mayor Hawes, seconded by Councillor Hinds, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 2:30 p.m.



RANDY HAWES
MAYOR



MICHAEL YOUNIE,
CORPORATE OFFICER