

Minutes of the **Freestanding Committee of the Whole (Corporate Administration & Finance 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, November 16, 2016 commencing at 1:00 p.m.

Committee Members Present: Mayor Randy Hawes
Councillor Pam Alexis (Chair)
Councillor Carol Hamilton
Councillor Jim Hinds
Councillor Danny Plecas
Councillor Jenny Stevens

Committee Members Absent: Councillor Rhett Nicholson

Staff Members Present: Ron Poole, Chief Administrative Officer
Barry Azevedo, Manager of Environmental Services
Kris Boland, Director of Finance
Rogine Battel, Manager, RCMP Administration
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives
Stacey Crawford, Economic Development Officer
*Heather Gherman, Manager of Human Resources
Hirod Gill, Manager of Engineering Design & Planning
Dave Heyes, Manager of Forestry Business
Jay Jackman, Manager of Development Engineering & Projects
*Chris Knowles, Manager of Information Services
Tracy Kyle, Director of Engineering & Public Works
Kerri Onken, Deputy Treasurer/Collector
Jennifer Russell, Deputy Corporate Officer
Scott Ross, Manager of Accounting Services
Brent Schmitt, Manager of Business Services
Maureen Sinclair, Director of Parks, Recreation & Culture
Dale Unrau, Fire Chief
Mike Younie, Deputy Chief Administrative Officer
Christine Brough, Executive Assistant
Debi Decker, Administrative Assistant

1. CALL TO ORDER

The meeting was called to order at 1:00 p.m.

2. ADOPTION OF AGENDA

Moved by Councillor Plecas, seconded by Councillor Alexis, and

RESOLVED:

That the November 16, 2016 Corporate Administration and Finance Committee agenda be adopted.

CARRIED

3. CORPORATE ADMINISTRATION AND FINANCE

COW 16/068
NOV 16/16

Agenda Overview Presentation

The Deputy Treasurer/Collector gave a presentation on the 2017 budgeting process, where we are in that process, what is on today's agenda including purpose and actions required from Council, with recommendations approved today to be incorporated within the 2017 to 2021 Financial Plan Bylaw and/or the 2017 Tax Rates Bylaw.

COW 16/069
NOV 16/16

Public Feedback on Proposed 2017 Budget

The Committee reviewed a report from the Manager of Civic Engagement and Corporate Initiatives dated November 16, 2016 that provided all the public feedback received during the 2017 budgeting process.

The Committee discussed:

- the short availability timeframe for the latest budget survey;
- the 160 responses to this survey as compared to the earlier summer survey which had over 800 responses;
- the public's concern over the development services budget increase; and
- the increase in responses from a younger demographic.

COW 16/070
NOV 16/16

2017 to 2021 Financial Plan Objectives and Policies

A report dated November 16, 2016 from the Deputy Treasurer/Collector was provided requesting approval from the Committee on the objectives and policies of the municipality for the planning period that must be set out in the District's 2017 to 2021 Financial Plan Bylaw.

After a discussion on grants-in-lieu for senior government properties, it was:

Moved by Councillor Hamilton, and

RECOMMENDED: That the District's 2017 to 2021 Financial Plan Bylaw includes the objectives and policies as noted in the report entitled "2017 to 2021 Financial Plan Objectives and Policies" dated November 16, 2016 from the Deputy Treasurer/Collector.

CARRIED

COW 16/071
NOV 16/16

2017 to 2021 Financial Plan Bylaw Presentation

A report dated November 16, 2016 from the Deputy Treasurer/Collector was provided to update the Committee on the latest status of the draft 2017 general operating fund budget.

The Committee discussed the necessity of a 3.7% budget increase to ensure that community services were maintained and that public safety was improved through the provision of an additional RCMP member, additional administrative support at the Mission Detachment and moving to 24 hour / 7 day career firefighter coverage.

Staff confirmed that the Vancouver Consumer Price Index (CPI) is currently tracking at 2.2%.

Moved by Mayor Hawes, and

RECOMMENDED: That the District's draft 2017 General Fund budget, operating and capital, be incorporated into the 2017 to 2021 Financial Plan Bylaw, including a 3.7% increase in the property tax levy for 2017 as detailed in the report entitled "2017 to 2021 Financial Plan Bylaw Presentation" dated November 16, 2016 from the Deputy Treasurer/Collector and which includes the spending package for one additional RCMP member in 2017.

CARRIED

COW16/072
NOV 16/16

Moved by Councillor Hamilton, and

RECOMMENDED: That the District's draft 2017 Water Utility Fund budget, operating and capital, be incorporated into the 2017 to 2021 Financial Plan Bylaw, including a 1% increase in water user rates effective January 1, 2017.

CARRIED

Discussion ensued on the 4% increase to the sewer user rates partially created by the necessity of building a second sewer line across the Fraser River to the JAMES Plant.

COW16/073
NOV 16/16

Moved by Councillor Plecas, and

RECOMMENDED: That the District's draft 2017 Sewer Utility Fund budget, operating and capital, be incorporated into the 2017 to 2021 Financial Plan Bylaw, including a 4% increase in sewer user rates effective January 1, 2017.

CARRIED

The Committee discussed the bi-weekly garbage pick-up creating more compostable material being diverted from the landfill to the compost station, thus ensuring the landfill's life expectancy to be longer, and that the curbside collection rates for garbage and recycling/compost pick-up is not increasing for 2017.

The Committee expressed concern that the landfill tipping fee increases would cause more illegal dumping on the District's roads and requested information from staff on an illegal dumping program with incentives to whistle-blowers.

COW16/074
NOV 16/16

Moved by Councillor Hamilton, and

RECOMMENDED: That the District's draft 2017 Waste Management Utility Fund budget, operating and capital, be incorporated into the 2017 to 2021 Financial Plan Bylaw, including landfill tipping fee increases effective January 1, 2017 as included in Table 1 – Proposed Landfill Tipping Fee Increases of the report entitled "2017 to 2021 Financial Plan Bylaw Preparation" dated November 16, 2016 from the Deputy Treasurer/Collector.

CARRIED

Discussions ensued regarding the benefits of the District's drainage system becoming a self-sustaining utility fund to ensure funding for future capital and maintenance projects.

COW16/075
NOV 16/16

Moved by Mayor Hawes, and

RECOMMENDED: That the District's draft 2017 Drainage Utility Fund budget, operating and capital, be incorporated into the 2017 to 2021 Financial Plan Bylaw, including a 4.9% increase to the drainage levy effective January 1, 2017.

CARRIED

4. ADJOURNMENT

COW16/076
NOV 16/16

Moved by Councillor Plecas, seconded by Councillor Hamilton, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 1:35 p.m.



RANDY HAWES,
MAYOR



MICHAEL YOUNIE,
CORPORATE OFFICER