

Minutes of the **SPECIAL MEETING** of the **DISTRICT OF MISSION COUNCIL (2019 Budget)** held in the Council Chambers of the Municipal Hall, 8645 Stave Lake Street, Mission, British Columbia, on **Wednesday, March 6, 2019** commencing at 1:00 p.m.

Council Members Present: Mayor Pam Alexis
Councillor Cal Crawford
Councillor Mark Davies
Councillor Jag Gill
Councillor Carol Hamilton
Councillor Ken Herar
Councillor Danny Plecas

Staff Members Present: Michael Younie, Chief Administrative Officer
Jennifer Russell, Corporate Officer
Rogine Battel, Manager, RCMP Administration
Kris Boland, Director of Finance
Michael Boronowski, Manager of Civic Engagement and
Corporate Initiatives
Ken Bourdeau, Manager of Long-Range Planning
Annette Fellner, Officer in Charge, Mission RCMP
Detachment
Mark Goddard, Assistant Chief Emergency Plan & Fire
Prevention
Chris Gruenwald, Manager of Forestry Business
*Guy Gusdal, Manager of Inspection Services
Jason Horton, Manager of Parks & Facilities
*Art Kastelein, Manager of Engineering Planning and Design
Jay Jackman, Manager of Development Engineering & b
Projects
Kerri Onken, Deputy Treasurer/Collector
*Rob Publow, Manager of Planning
Scott Ross, Manager of Accounting Services
Maureen Sinclair, Director of Parks, Recreation & Culture
Brent Schmitt, Manager of Business Services
Dan Sommer, Director of Development Services
Jamie Brovold, Administrative Assistant
*Present for a portion of the meeting

1. CALL TO ORDER

The meeting was called to order.

2. ADOPTION OF AGENDA

Moved by Councillor Davies, and

RESOLVED: That the March 06, 2019 Special Council Agenda be adopted.

CARRIED

3. NEW BUSINESS

SC19/016
MAR. 6/19

Agenda Overview Presentation

The Deputy Treasurer/Collector presented information on the 2019 budgeting process, what actions are required from Council, and the reports on today's agenda.

SC19/017
MAR. 6/19

Public Feedback on Proposed 2019 Budget

Council reviewed a report from the Manager of Civic Engagement and Corporate Initiatives and the Deputy Treasurer/Collector dated March 6, 2019 detailing all the comments and emails received, the results from the online 2019 budget survey, and the excerpt (community budget consultation portion) of the February 19, 2019 Regular Meeting of Council minutes.

The Manager of Civic Engagement and Corporate Initiatives summarized the survey results in a presentation and provided information regarding:

- Detailed public engagement;
- Demographics of engagement; and
- Trends in the comments.

It was noted that included in the comments was feedback to improve future survey questions.

In response to questions by Council, staff clarified as follows:

- The online survey required a user account set up to help ensure the data collected was more reliable.
- There were alternate ways to provide comments other than through the online survey.
- Future surveys will be promoted through stakeholders to engage more business owners.

SC19/018
MAR. 6/19

2019 to 2023 Financial Plan Objectives and Policies

A report from the Deputy Treasurer/Collector dated March 6, 2019 was provided for discussion regarding the 2019 to 2023 Financial Plan objectives and policies.

The Deputy Treasurer/Collector provided the following highlights regarding the 2019 to 2023 Financial Plan Objectives and Policies:

- Each of the funding sources and the proportion of total revenue that is proposed to come from that funding source;
- The distribution of property value taxes among the property classes subject to the taxes; and
- The use of permissive tax exemptions.

In response to questions from Council, the Director of Finance presented the differences between utilizing reserve funds versus external debt to fund capital projects.

Moved by Councillor Plecas, seconded by Councillor Davies,

RESOLVED: That the District's 2019 to 2023 Financial Plan Bylaw includes the objectives and policies as noted in the report entitled "2019 to 2023 Financial Plan Objectives and Policies" dated March 6, 2019 from the Deputy Treasurer/Collector.

CARRIED

SC19/019
MAR. 6/19

2019 to 2023 Financial Plan Bylaw Preparation

A report dated March 6, 2019 from the Deputy Treasurer/Collector regarding the final recommendations required for staff to prepare the 2019 to 2023 Financial Plan Bylaw was provided for Council's consideration.

The Deputy Treasurer/Collector advised that staff have continued to review the 2019 Budget for efficiencies, additional revenue and updated information. It was noted that the following changes are proposed to reduce the budget by \$232,000 which would reduce the property tax increase by 0.73%:

- Additional property tax revenue from new development – \$120,000;
- TrainBus operations budget changes – \$40,000;
- Additional bus ticket revenue – \$20,000; and
- One staff position reduced from 0.6 full time position to a 0.45 full time position.

It was noted that after taking these changes into account, the proposed increase to the property tax levy would be 3.83% instead of the 4.62% noted in the report.

Following discussion, it was:

Moved by Councillor Plecas, seconded by Councillor Davies, and

RESOLVED:

1. That the 2019 General Fund budget, capital and operating, including an increase of 3.83% to the 2019 property tax levy which includes the operating spending packages presented and the new Provincial Payroll Health Tax, be approved;
2. That the 2019 Water Utility Financial Plan, capital and operating, including a \$5.28 increase to the water flat-rate user fees, a \$3.96 increase to the water flat-rate user fees for more than 4 dwelling units and a 1% increase in the remaining water utility fees in Schedule A of the Water Rates Bylaw, be approved;
3. That the 2019 Sewer Utility Financial Plan, capital and operating, including a \$21 increase in sewer flat-rate user fees, a \$17.04 increase to the sewer flat-rate user fees for more than 4 dwelling units and a 5% increase the remaining sewer utility fees in Schedule A of the Sewer Rates Bylaw, be approved;
4. That the 2019 Waste Management Utility Financial Plan, capital and operating, be approved;
5. That the 2019 Drainage Utility Financial Plan, capital and operating, including a 9.75% increase to the 2019 drainage levy, be approved;
6. That the increases noted above, as well as all of the recommendations of the Freestanding Committee of the Whole (Corporate Administration & Finance) Budget meetings, put forward during the 2019 budget process, and subsequently approved and adopted by Council, be included in the District's 2019 to 2023 Financial Plan Bylaw; and
7. That all other applicable bylaws be updated accordingly.

CARRIED

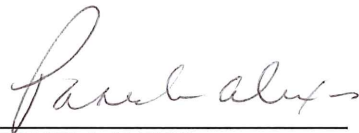
4. ADJOURNMENT

SC19/020
MAR. 6/19

Moved by Councillor Davies, seconded by Councillor Herar, and
RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 2:08 p.m.



PAMELA ALEXIS
MAYOR



JENNIFER RUSSELL
CORPORATE OFFICER