

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, October 23, 2019, commencing at 1:00 p.m.

Committee 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: Mike Younie, Chief Administrative Officer  
Jennifer Russell, Corporate Officer  
Barclay Pitkethly, Deputy Chief Administrative Officer  
Rogine Battel, Manager, RCMP Administration  
Michael Boronowski, Manager of Civic Engagement and Corporate Initiatives  
Lyle Crowell, Assistant Operations Manager - Fleet  
Ilsa Foster, Manager of Purchasing and Stores  
Heather Gherman, Manager of Human Resources  
Chris Gruenwald, Acting Director of Forestry  
Guy Gusdal, Manager of Inspection Services  
Jason Horton, Manager of Parks & Facilities  
Stephanie Key, Deputy Director of Parks, Recreation & Culture  
Tracy Kyle, Director of Engineering and Public Works  
Kerri Onken, Deputy Treasurer/Collector  
Scott Ross, Manager of Accounting Services  
Maureen Sinclair, Director of Parks, Recreation & Culture  
Brent Schmitt, Manager of Engineering Planning, Assets, & Facilities  
Dan Sommer, Director of Development Services  
Doug Stewart, Director of Finance  
Dale Unrau, Fire Chief Mission Fire Rescue Service  
Dale Vinnish, Acting Manager of Operations  
Jamie Brovold, Administrative Assistant

## 1. CALL TO ORDER

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

## 2. ADOPTION OF AGENDA

Moved by Councillor Hamilton, and

RESOLVED:

That the October 23, 2019 Freestanding Committee of the Whole (Corporate Administration & Finance – Budget) Committee agenda be adopted.

CARRIED

### **3. CORPORATE ADMINISTRATION AND FINANCE**

COW 19/045  
OCT 23/19

#### **Agenda Overview Presentation**

The Deputy Treasurer/Collector presented information about the 2020 budgeting process including current status, what to expect at future budget meetings, and actions required from Council.

COW 19/046  
OCT 23/19

#### **2020 Budget Consultation**

A report and presentation from the Manager, Civic Engagement & Corporate Initiatives provided the Committee with a timeline of the public consultation.

Discussion ensued about communication with the public throughout the consultation process in order to portray the correct information to the public.

COW 19/047  
OCT 23/19

#### **General Operating Fund Draft Budget Status**

A report dated October 23, 2019 from the Deputy Treasurer/Collector provided the background information on the General Operating Fund Draft Budget Status.

Discussion ensued regarding a breakdown of maintaining costs, cumulative tax impacts, and the Transportation Master Plan.

The committee agreed to postpone the discussion about the proposed tax increase that will be presented to the public until the end of the meeting.

Moved by Councillor Plecas,

RECOMMENDED:

*That the cost of completing Master Plan for Transportation for \$150,000 be added to the General Fund 2020 Capital Plan, with funding from the general capital reserve fund, and be presented for input during the public budget consultation portion of the November 4, 2019 Regular Council Meeting.*

CARRIED

COW 19/048  
OCT 23/19

#### **Paid on Call Firefighter Organization and Compensation**

A report from the Deputy Treasurer/Collector dated October 23, 2019 regarding Paid on Call Firefighter Organization and Compensation was presented for the Committee's consideration.

Discussion ensued regarding the property tax impact from the listed recommendations.

Moved by Councillor Davies, and

RECOMMENDED:

*That the following hourly base rates and probationary training stipend for Paid-on-Call Firefighters be approved effective January 1, 2020:*

Firefighter Rank	Hourly Rate
District Chief	\$34.85
Captain	\$33.42
Lieutenant	\$31.79
4 <sup>th</sup> year and above Firefighter	\$29.37
Completion of 3 full years Stipend	\$1,000.00**
Full Service Firefighter	\$27.87
Interior Firefighter	\$25.35
Exterior Firefighter	\$23.40
Probationary Training Stipend	\$300.00 *

\*Paid upon completion of FMR training.

\*\*Paid on completion of three full years of service within accepted attendance requirements.

CARRIED

COW 19/049  
 OCT 23/19

Moved by Councillor Gill,

RECOMMENDED:

*That the Fire Rescue budget request to add 4,700 hours of paid on call wages, phased in over two years at 2350 hours each 2020 and in 2021, be included with the spending packages presented during the Public Consultation portion of the November 4, 2019 Regular Council meeting.*

CARRIED

COW 19/050  
 OCT 23/19

**Projected 2020 Property Tax, Drainage Levy and Utility User Fees Impact on Average Assessed Home in Mission**

The Deputy Treasurer/Collector presented the draft General Capital Plan in the report dated October 23, 2019.

Discussion ensued regarding long term asset management and future communication regarding messaging to the public in relation to utilities.

COW 19/051  
 OCT 23/19

**Spending Packages for 2020 Draft General Fund Operating Budget**

A report dated October 23, 2019 from the Deputy Treasurer/Collector regarding the Spending Packages for 2020 Draft General Fund Operating Budget was presented for the Committee's consideration.

Discussion ensued regarding reasoning and background information on the spending packages presented to council.

*The committee postponed recommendations relating to the spending packages until the October 29, 2019 Freestanding Committee of the Whole meeting.*

COW 19/052  
 OCT 23/19

**Summary/ Budget Recap**

A presentation from the Deputy Treasurer/Collector regarding a summary and recap of the 2020 Budget was presented for the Committee's information.

**4. ADJOURNMENT**

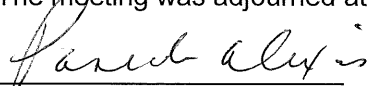
COW 19/053  
OCT 23/19


Moved by Councillor Plecas, seconded by Councillor Gill, and

RESOLVED: That the meeting be adjourned.

CARRIED

The meeting was adjourned at 5:00 p.m.

  
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PAMELA ALEXIS,  
MAYOR

  
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JENNIFER RUSSELL,  
CORPORATE OFFICER