



REGULAR MEETING OF COUNCIL WORKING SESSION

MINUTES

January 23, 2012 3:05 p.m.
Committee Room No. 2
City Hall

PRESENT:

Mayor Wayne Wright
Councillor Jonathan Coté
Councillor Bill Harper
Councillor Jaimie McEvoy
Councillor Chuck Puchmayr
Councillor Lorrie Williams

ABSENT:

Councillor Betty McIntosh

STAFF:

Mr. Paul Daminato	- City Administrator
Mr. Rick Page	- Director of Legislative Services/Corporate Officer
Ms. Lisa Spitale	- Director of Development Services
Mr. Jim Lowrie	- Director of Engineering & Information Technology
Mr. Dean Gibson	- Director of Parks, Culture and Recreation
Mr. Terry Dunlop	- Recording Secretary

BUSINESS

Director of Finance and Information Technology

1. Update of Draft 2012 – 2016 Financial Plan – General Fund

January 23, 2012 report updating on the City's Draft 2012 – 2016 Financial Plan – General Fund and to provide opportunity for ongoing deliberations, specifically in regard to the 2012 General Fund operating and capital budgets. Also distributed under cover of a separate report were attachments for inserts providing updated versions of the detailed 2012 General Fund capital budget to replace sheets under Sec.4 – General Fund Capital Tab of the Budget Binder. A second attachment updates the 2012 Utility Funds capital budgets to replace details under Sec.5 of the Budget Binder.

Gary Holowatiuk, Director of Finance & Information Technology reviewed a presentation highlighting the Updated Draft of the 2012 – 2016 Financial Plan – General Fund and invited comment, input and questions from Council during the course of the review. Members of Council referred to specific sections of the

presentation and the January 17, 2012 report to the Budget Subcommittee and provided ongoing input as recorded below:

Comments from Council (responses shown in *Italics*):

- When programming regular licensing agreements, software, computer and monitor replacements, has consideration been given to the fact that not all units need to be replaced and was there any analysis of ways to effect some potential savings in this area? *Although there was no specific analysis, a major driver is additional licensing for the Electronic Document Management System (EDMS) and all staff must access their work through that system. The City carried out a licence reconciliation in 2011 and recognised the needed increase. Individual upgrade requests are vetted through the IT Department; staff aims to avoid acquiring costly multiple software systems that require different support levels and stretch limited technical resources.*
- Explain item #5 (p10) of the Subcommittee re Police Custodial \$60,000 increase? *The previous contract did not fall under the City's Minimum Wage Policy. The contract went to tender and this represents the lowest bid [from the Corps of Commissionaires].*
- Item #7 – New parks, trails and Greenways – has consideration been given to not planting annuals each year and to creating trails that are less labour-intensive and still meet standards? *All such considerations are followed; however, horticultural practices represent a different discussion. There are generally different planting practices on trails, with more perennials and drought-resistant species etc. As to level of maintenance throughout the community, allowance is to meet what is required for grass cutting, washrooms cleansing and litter removal.*
- Explain Item #8 - Community Events Coordinator contribution. *All departments benefit from coordination involved in various community events throughout the city. Need to respond to requests in an effective way; events should have synergies and can be taken advantage of by all participating departments. It is therefore better to have a “go-to” person, which enables a more uniform City response leading to reductions in annual grants.*
- What is the “fit” of the Events Coordinator’s job with other events such as the Multicultural Festival? *Until now, it has usually been the responsibility of individual departments, but if an external organization is involved, a single coordinator can smooth the process to be more efficient.*
- Item #9 (p12) Parks Horticulture – Urban Tree Management Program – does the increase relate to work on the new Tree Protection Bylaw? *Yes, but funds are also require to support other aspects of the bylaw process.*
- Item # 10 (p13) City Cafeteria - Council should rely on their services (e.g., for Council/committee meals, etc.) *The services of the cafeteria are used to the maximum of their abilities to cater various meetings but there are only one full-time and one-part employees.*

Review of Financial Plan – General Fund 2011 review –vs- Projected

Expenses are projected to be under budget by \$1.0 - \$2.0 million but work is still under calculation. Revenues/internal recoveries are trending slightly over budget and staff projects a possible surplus of \$1.0 - \$2.0 million. Surpluses will likely be contributed to the Reserve Fund in anticipation of new projects and borrowing charges in 2014. The impact on taxes is expected to lead to an overall tax increase of 1.98%. In other municipalities, the authorities have been obliged to seek additional levies to fund major infrastructure projects.

Comments from Council (responses shown in *Italics*):

- If New Westminster requires additional funds for infrastructure, it should be sought up front rather than imposing special levies.
- The 2012 Capital Budget appears to have increased by \$20m since December? *This is due to numerous large projects started but not finished in 2011 and they have now been brought forward by amending the 2012 Capital Budget.*
- Consider a more formal process to bringing forward budget changes, perhaps by Notice of Motion rather than *ad hoc* motions during presentations and review. *Staff will provide comment on procedural options upon conclusion of the public input process.*

MOVED and SECONDED

THAT Council apply \$150,000 in additional funds to be contributed to the City's Affordable Housing Fund.

CARRIED.

All members of the Council present voted in favour of the motion.

Capital Funds Overview

Comments from Council (responses shown in *Italics*):

- A member of Council proposed that staff report on potential efficiencies of monitor and laptop replacement programming and to explore ways to replace as equipment fails rather than all at one time. *The City moved to a routine replacement program because replacement only on a priority basis led to an inventory of mixed equipment in terms of operating and software programs. New equipment is now relatively cheap technology. An analysis was undertaken four years ago on the last batch of leased monitors and CPUs. The study found that in the third year, there were numerous breakdowns and replacement of systems boards and hard drives. Implementing an "end of life" approach has reduced the number of different operating systems and software costs, leading to considerable savings. The approach avoids expenditures on labour and downtime. It might be possible to save money by delaying some LCD monitor replacements for a year or two and that will be investigated.*
- What are the impacts on the City arising from introduction of new coinage this year? Perhaps the City should seek compensation from the federal government. Such action might be viewed as a token movement on behalf of all

municipalities. *Mayor Wright agreed to add the suggestion to a list of issue for a forthcoming meeting with area MPs.*

- Christmas tree lights – suggest a report to Council on options for better technology and displays. Other municipalities focus on various types that reflect the business district, etc.
- St. Mary’s parksite expenditure? *Staff wishes to have funds in place to proceed quickly as soon as the project begins, possibly by summer of 2012.*
- New Projects List (Attachment 3) (p26) there seems to be no provision for a new city animal shelter. *The list comprises projects with a level of certainty but the animal shelter project has not yet reach that level. Staff noted the concern and will work on setting priorities.*

(Seeking approval in principle of the General Fund, as amended by JCs motion)

- What is the amount of the transfer to the Electrical Utility? *It is \$2.5 million annually with a further \$3.5 million contribution to the General Fund Capital Reserve.*
- Why is only \$3.5 million indicated for the Canada Games Pool *That amount is for current maintenance only; funding for continuing planning is in the budget.*
- Are there any reserves for a major upgrade of the Pool beyond maintenance? *\$1.7 million is set aside annually for all maintenance of all facilities; however, it will not be possible to provide for a full restoration of the Canada Games Pool.*

MOVED and SECONDED

THAT Council direct staff to identify resources needed to achieve implementation of the Affordable Housing Program and report back to Council.

CARRIED.

All members of the Council present voted in favour of the motion.

MOVED and SECONDED

THAT Council direct staff to provide information to Council on the timeline under which the current level of funding will achieve full accessibility and sidewalk safety under the Sidewalk Accessibility Upgrade Program.

CARRIED.

All members of the Council voted in favour of the motion.

MOVED and SECONDED

THAT Council approve the Draft 2012 – 2016 Financial Plan – General Fund, in principle, subject to the changes made at the Working Session on January 23, 2012 and subject to carrying out the remainder of the public consultation process, which will be followed by further Council consideration and approval; and further

THAT Council encourage staff to seek ways to reduce the anticipated 1.98 percent tax increase for 2012.

CARRIED.

All members of the Council present voted in favour of the motion.

Director of Development Services

2. Victoria Hill Signage

[January 23, 2012 report advising of a request to erect signage on City property and seeking Council's direction on the signage proposed in Appendix "A" attached to the report.](#)

MOVED and SECONDED

THAT Council consider a development variance permit for signage that is subject to Sign Bylaw No. 6625, 2000, as outlined in the 'Victoria Hill Signage Proposal' attached to the January 23, 2012 report from the Director of Development Services, following receipt of a detailed safety assessment and review by the Engineering Department;

AND THAT Council authorize signage to be located on the City boulevard, that is subject to Street Traffic Bylaw No. 6027, 1991, as outlined in the 'Victoria Hill Signage Proposal' following receipt of a detailed safety assessment and review by the Engineering Department;

AND THAT Council authorize staff to negotiate a lease agreement for Victoria Hill Signage located on City property following receipt of a detailed safety assessment and review by the Engineering Department.

CARRIED.

All members of the Council present voted in favour of the motion.

NEW BUSINESS

3. "Wait for me Daddy" Historical War Memorial Task Force

Councillor Williams requested leave to present a recommendation for consideration and approval by Council, arising from the January 11, 2012 meeting of the "Wait for me Daddy" Memorial Task Force.

MOVED and SECONDED

THAT Council consider and approve a recommendation from the Wait for Me Daddy Historical Memorial Task Force meeting of January 11, 2012 for exhibits consisting of three life sized statues in situ.

MOTION NOT VOTED

Comments from Council (responses shown in *Italics*):

- The request should be delayed until the January 30 meeting and brought forward as a minuted item with an appropriate supporting report. *Task Force Chair, Councillor Williams advised that she would be absent for the January 30 meeting and therefore wished to present the recommendation at this time.*

- The recommendation should be presented with a formal report to Council, listing options and including previous reports and resolutions considered by the Task Force.

MOVED and SECONDED

THAT the Wait for Me Daddy Historical Memorial Task Force recommendation be tabled.

CARRIED.

MOTION DEFEATED

Councillors Coté, McEvoy, Williams and Mayor Wright - opposed

The recommendation was now brought forward for Council's consideration.

MOVED and SECONDED

THAT the "Wait for me Daddy" Historical War Memorial Task Force Historical Memorial Task Force consisting of three life-sized statues in situ be approved by Council.

CARRIED.

Councillors Harper and Puchmayr - opposed

ADJOURNMENT

ON MOTION, the meeting adjourned at 5:10 p.m.

Certified Correct,

WAYNE WRIGHT
MAYOR

RICHARD L. PAGE
CORPORATE OFFICER