



CORPORATION OF THE CITY OF NEW WESTMINSTER

## OPEN MEETING OF COUNCIL (WORKING SESSION)

February 23, 2009 2:32 p.m.  
Committee Room 2, City Hall

### MINUTES

#### **PRESENT:**

Mayor Wayne Wright  
Councillor Jonathan Cote  
Councillor Bill Harper  
Councillor Bob Osterman  
Councillor Jaimie McEvoy  
Councillor Betty McIntosh  
Councillor Lorrie Williams

#### **STAFF:**

Mr. Paul Daminato	- City Administrator
Ms. Judi Turner	- Acting Corporate Officer
Ms. Lisa Spitale	- Director of Development Services
Mr. Jim Lowrie	- Director of Engineering Services
Mr. Gary Holowatiuk	- Director of Finance and Information Technology
A/Dep. Chief F. Naylor	- Fire and Rescue Services
Ms. Joan Burgess	- Director of Human Resources
Mr. Rick Page	- Director of Legislative Services/Cor
Chief L. Zapotichny	- Police Services
Ms. Colleen Ponzini	- Finance and Information Technology
Ms. Donna Martin	- Committee Clerk

#### **ALSO PRESENT:**

Mr. Mitchell Edgar	- Administration
Mr. Keith Coueffin	- Development Services
Ms. Bev Grieve	- Development Services
Mr. Wayne Werbovetski	- Development Services
Mr. Frank Durante	- Development Services

Mr. Steven Lan	- Engineering Services
Mr. Jon MacDonald	- Engineering Services
Ms. Alice Leung	- Finance and Information Technology
Ms. Jacquie Johnstone	- Human Resources
Ms. Joanne Edey-Nicoll	- Parks and Recreation
Ms. Diane Perry	- Parks and Recreation

## **BUSINESS**

### **Director of Finance and Technology:**

#### **1. Financial Policies**

##### **(a) Presentation**

##### **(b) Report**

February 23, 2009 report presented for consideration of the policies for reserve, revenue, expenditure and debt management.

Gary Holowatiuk, Director of Finance and Information Technology presented the City's current policies with respect to Reserves, Revenues, Expenditures and Debt noting the policies outlined provide a roadmap to the City's financial stability and sustainability.

#### **MOVED and SECONDED**

*THAT the Reserve, Revenue, Expenditure and Debt Policies evidenced in the February 23, 2009 report be approved; and*

*THAT staff prepare the necessary bylaws to establish the reserves as outlined in the Reserve Policy.*

**CARRIED**

All Council members voted in favour of the motion.

#### **2. Draft 2009 – 2013 Financial Plan – General Fund**

##### **(a) Presentation**

##### **(b) Report**

February 23, 2009 report for information and discussion with regard to 2009-2013 Financial Plan

Mr. Holowatiuk outlined the General Fund stating this is a baseline budget that attempts to maintain service levels while addressing budgetary challenges such as the recent down turn in the economy, committed wage agreement increases, utility service annual increases, new City initiatives, and the escalating cost of building materials.

The meeting was recessed at 3:32 p.m. and reconvened at 3:43 p.m. with all members of Council present.

Each department made a presentation outlining their initiatives and accomplishments, a department financial analysis, and requested funding increments for the 2009/2010 budget year.

The meeting was recessed at 5:26 p.m. and reconvened at 5:40 p.m. with all members of Council present.

When the presentations were complete, Mr. Holowatiuk suggested all questions be directed to him via email. A list of the questions along with staff's response will be prepared.

Council made the following comments and suggestions:

- Staff agreed to review the workmanship on 12<sup>th</sup> Street
- Staff advised that although the snow removal budget is not anticipated to be increased, best practices in the industry will be reviewed, including the practice of establishing a reserve fund
- It is important that the West End Fire hall renovation be completed
- Staff agreed to circulate the detailed budget for the 150<sup>th</sup> celebrations
- Report to Council on where New Westminster stands in relation to other cities with its WCB rates
- Include the 10x10 challenge in the 2009 budget
- Staff agreed that establishing a satellite office in walking distance from the Library would be useful in dealing with the space problem over the new few years
- Report to Council on the suggestion to extend hours and months of operation of the Moody Park Pool
- Give the same consideration to program planning of the Youth Centre to maximize its operating hours
- Aggregate all legal costs in one report
- List all existing staff vacancies
- Get union groups engaged in the process
- Report back on budget items that are critical to the life, health and safety of residents as a means of prioritizing
- Request staff review grant programs that can be accessed for the future
- Suggest cutting all conferences and international travel (*Response from staff indicated the international travel is financed by the Provincial Government and if monies are not used, the City will lose the money*)

**3. Revenue Review**

February 23, 2009 report providing an update on the City's major revenue streams with projections out to 2010.

Circulated for information.

**ADJOURNMENT**

**ON MOTION**, the meeting adjourned at 6:55 pm.

Certified Correct,

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**WAYNE WRIGHT**  
**CHAIR**

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**JUDI TURNER**  
**ACTING CORPORATE OFFICER**