

Minutes of the **SPECIAL MEETING** of Pitt Meadows City Council held on **Thursday, December 16, 2010** at 5:30 p.m. in the Meadows Room of the Pitt Meadows City Hall, 12007 Harris Road, Pitt Meadows, British Columbia.

PRESENT:

Elected Officials: Mayor D.F. MacLean
Councillor J. Becker
Councillor B. Bell
Councillor D. Bing
Councillor T. Miyashita
Councillor G. O'Connell
Councillor D. Walters

Staff J. Rudolph, Chief Administrative Officer
D. Rear, Director of Finance
K. Grout, Director of Operations & Development Services
L. Darcus, Director of Corporate Services
K. Swift, General Manager, Community Development, Parks & Recreation
D. Boag, Director of Parks and Facilities
D. Cramb, Recreation Manager, Support Services
Chief D. Jolley, Director of Fire & Rescue Service
K. Zanon, Economic Development Corporation CEO
L. Jones, Director of HR and Communications
L. James, Manager of Financial Services
L. Kelly, Deputy Clerk

The meeting was called to order at 5:35 p.m.

A. ADOPTION OF AGENDA

MOVED by Councillor O'Connell, **SECONDED** by Councillor Bell, THAT the agenda for the December 16, 2010 Special Meeting of Council be adopted.

CARRIED.

B. REPORTS

1. 2011 – 2015 Financial Plan Finalization. (1700-06)

Mr. Rear summarized the process that began in August and proceeded to this evening.

1. 2011 – 2015 Financial Plan Finalization Cont'd. (1700-06)

1.1 Capital Budget

(1) Review and Finalize Overall Capital Plan

Ms. Darcus advised that the System Backup Strategy project for \$20,000 had been eliminated as another solution had been found.

Fibre Network Upgrade – Ms. Darcus and Ms. Grout provided an update related to an opportunity to cost share this upgrade with Gateway in an amount of approximately \$15,000 due to a signal coordination project they are planning to implement (traffic signals and railway closures creating “green wave” traffic movements to move traffic efficiently while a train is moving through the Harris Road crossing).

The draft capital budget was accepted in principle.

Mr. Rear advised that amounts to be carried forward for ongoing projects from 2010 were estimated back in August and September, but will be reviewed and finalized over the next few weeks and properly reflected in the capital portion of the financial plan bylaw.

Staff will prepare a press release with respect to the Gateway project.

1.2 Operating Budget

(2) Review Utility Funds

The waterworks, sanitary sewer, solid waste, and drainage funds were reviewed highlighting key cost drivers and proposed rate increases.

The draft utility budgets were accepted in principle.

(3) Review General Fund

Mr. Rear reviewed the changes in the General Fund which were included on pages 9 and 10 of the package, highlighting some of the cost drivers for the Fund.

(3) Review General Fund Cont'd.

He noted that there was an overall increase in General Fund expenditures of 3.67%; however, if the increased borrowing costs due to work on the South Bonson Community Centre and the Arena, increased library costs for a new and larger facility for the community, and the paid on call costs for the Fire Department were taken out, the overall increase in expenditures would be less than the most recent value of CPI for Vancouver, which was 3%.

(4) Incremental Decision Packages and Options

There was some discussion regarding whether the \$15,000 non-administration portion of the Public Art Program should be funded as a capital item, rather than from operating funds. Staff will research the best way to structure the program in terms of funding.

This decision package was accepted in principle.

(5) Finalize 2011 Tax and Utility Rate Adjustments

Mr. Rear reviewed the proposed options for eliminating the subsidy from the tax rate stabilization fund: (1) status quo, (2) eliminate the subsidy one year early with an additional .5% for 2011 and 2012, or (3) eliminate the subsidy in 2011 with a 2.25% tax rate increase.

The proposed options for creating a revenue stream for Long Term Capital Planning were also reviewed and discussed.

There was acknowledgement and concern over balancing the need for fiscal planning while recognizing the financial implications on the taxpayers of the community.

Council chose to allocate an additional 0.4% of a tax rate increase to reducing the tax rate stabilization subsidy.

Council also agreed to allocate a further 1.0% tax rate increase dedicated for future capital projects. This is to be in the form of a separate levy with its own line on the property tax bill.

(5) Finalize 2011 Tax and Utility Rate Adjustments Cont'd.

Rate adjustments were finalized as follows:

General Municipal – 4.95%

Strategic Capital Levy – 1.0%

Drainage Utility – 5.65%

Solid Waste – 5.0%

Sewer – 5.0%

Water – 9.0% for flat rate charges and 15% for metered charges.

Long Term Capital

Council discussed the possibility of having staff prepare a budgeting policy that specifically addressed the approach to preparing for large capital expenditures through planned rate adjustments or other means.

Staff was directed to schedule a workshop on March 29, 2011 to discuss long term capital projects vis a vis a referendum at the 2011 or 2014 municipal elections; it was also suggested that staff research the Abbotsford Plan A process in preparation for the meeting.

(6) Resolution to prepare the Financial Plan Bylaw

MOVED by Councillor O'Connell, **SECONDED** by Councillor Miyashita, THAT Council direct staff to prepare the 2011 – 2015 Financial Plan Bylaw based on the following budgets and rate adjustments approved in principle – general municipal tax rate increase of 4.95%, a strategic capital levy of 1.0%, drainage rate increase of 5.65%, solid waste rate increase of 5.0%, sewer rate increase of 5.0%, water rate increase of 9.0% for flat rate charges and 15% for metered charges.

CARRIED.

C. NOTICE OF SPECIAL (CLOSED) COUNCIL MEETING

MOVED by Councillor Miyashita, **SECONDED** by Councillor Bell, THAT the Council Meeting immediately following this meeting be closed to the public as the subject matter being considered relates to Land issues under Section 90(1)(e) of the *Community Charter*.

CARRIED.

D. ADJOURNMENT

MOVED by Councillor Miyashita, **SECONDED** by Councillor Walters, THAT this meeting now be adjourned at 7:20 p.m.

CARRIED.

Signed:

Certified Correct:

Mayor

Corporate Officer