



**FRASER VALLEY REGIONAL DISTRICT**  
**COMMITTEE OF THE WHOLE MEETING - BUDGET REVIEW**  
**OPEN MEETING MINUTES**

Tuesday, November 26, 2019

5:00 pm

FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present:

- Director Jason Lum, City of Chilliwack, Chair
- Director Patricia Ross, City of Abbotsford, Vice Chair
- Director Dennis Adamson, Electoral Area B
- Director Pam Alexis, District of Mission
- Director Wendy Bales, Electoral Area C
- Director Henry Braun, City of Abbotsford
- Director Kelly Chahal, City of Abbotsford (*arrived at 5:57 p.m.*)
- Director Hugh Davidson, Electoral Area F
- Director Bill Dickey, Electoral Area D
- Director Taryn Dixon, Electoral Area H
- Director Orion Engar, Electoral Area E
- Director Leo Facio, Village of Harrison Hot Springs
- Director Brenda Falk, City of Abbotsford
- Director Carol Hamilton, District of Mission
- Director Chris Kloot, City of Chilliwack
- Director Dave Loewen, City of Abbotsford
- Director, Bud Mercer, City of Chilliwack
- Director Ken Popove, City of Chilliwack
- Director Sylvia Pranger, District of Kent
- Director Terry Raymond, Electoral Area A
- Director Peter Robb, District of Hope
- Director Ross Siemens, City of Abbotsford
- Director Al Stobbart, Electoral Area G

Staff Present:

- Jennifer Kinneman, Acting Chief Administrative Officer
- Mike Veenbaas, Director of Financial Services/Chief Financial Officer
- Jaime Reilly, Manager of Corporate Administration/Corporate Officer
- Suzanne Gresham, Director of Corporate Initiatives
- Tareq Islam, Director of Engineering & Community Services
- Graham Daneluz, Director of Planning & Development
- Stacey Barker, Director of Regional Services

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Milly Marshall, Director of EA Special Projects  
Alison Stewart, Manager of Strategic Planning  
David Urban, Manager of Outdoor Recreation Planning  
Christina Vugteveen, Manager of Parks  
Lance Lilley, Manager of Environmental Services  
Trina Douglas, Manager, Contracted Services  
Jody Castle, Manager, Recreation, Culture & Airpark Services  
Matthew Fang, Network Analyst II  
Amanda Molloy, Executive Assistant to CAO and Board  
Tina Mooney, Executive Assistant, Corporate Administration  
(Recording Secretary)

**1. CALL TO ORDER**

Chair Lum called the meeting to order at 5:02 p.m.

**2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS**

Moved by FACIO

Seconded by ENGAR

**THAT** the Agenda, Addenda and Late Items for the Committee of the Whole - Budget Review Meeting of November 26, 2019 be approved;

**AND THAT** all reports, correspondence set to the Agenda be received for information.

**CARRIED**

**3. NEW BUSINESS**

**3.1 2020-2024 Regional and Sub-Regional Services – DRAFT Financial Plan**

Mike Veenbaas, Director of Financial Services/Chief Financial Officer gave a presentation, providing an overview of the 2020-2024 financial planning process for the proposed budgets for the regional and sub-regional services. He advised that meetings will be held in December with each Electoral Area Director regarding local area services specific to their electoral area and that the draft EA Area Wide Services financial plans will also be presented for discussion/direction at the December EASC meeting. He noted that a budget meeting has been scheduled with the Recreation, Culture and Airpark Services Commission on December 3, 2019. He also reported that staff has connected with Chief Financial Officers of all member municipalities to get their feedback on the regional and sub-regional financial plans.

Mr. Veenbaas reported on the Regional District Draft 2020 Tax Requisition by service area for each member municipality/electoral area and the tax impact. He proceeded to present the following Regional and Sub-regional services:

- *Regional Administration*
  - 2-3% estimated inflationary increase for existing expenditures;
  - Requirement to accommodate previous corporate restructures;
  - Proposed a dedicated legal budget of \$25,000
- *Regional Fire Dispatch*
  - Annualized full financial impact of moving to a full service fire dispatch model (E-Comm);
  - Currently no dedicated single point of contact – Proposal for FDM/Fire Dispatch Services Coordinator position
- *Mosquito Control*
  - Increased Program funding extension to 2021 due to recent floodwater years requiring significant mosquito control efforts
- *Regional Air Quality*
  - Significant component of the regional air quality program budget is the operation, maintenance and data analysis of FVRD's air quality monitoring network of 29 stations of which 6 are owned by FVRD
- *Regional Solid Waste Levy*
  - Waste diversion resulting in reduced tonnage levy to fund this program;
  - Staff are in the process of consulting with municipal solid waste partners regarding options
- *Grants-in-Aid –Wildsafe BC and Elizabeth's Wildlife Centre*
  - WildSafe BC - \$15,000 grant;
  - Elizabeth's Wildlife Centre - Proposal for more information (e.g. financials and other grants received by Elizabeth Wildlife Centre) to be provided by Elizabeth's Wildlife Centre prior to making a decision for continuation of the regional grant-in-aid.
- *Sub-Regional Parks (West)*
  - Funding options to address future proposed operating and capital projects were provided;
  - Option 4: Provide additional funding for a feasibility study into future services at Matsqui Trail Regional Park was proposed
- *Transit Services Agassiz Harrison, Fraser Valley Express and Hope*
  - BC Transit operating agreement inflation;
  - Operator contract in 2020 unknown;
  - User fee revenue surplus funds utilized instead of tax increase for 2021

Mr. Veenbaas further reported on the request for the following two positions, noting that these additional resources will help mitigate the organization's risk exposure through proactive system improvements. He also spoke to the funding model for these two positions.

1. Procurement and Risk Specialist
2. FDM/Fire Dispatch Services Coordinator

It was noted that regional services includes:

- Regional FCM membership - \$45,000
- Fraser Basin Council membership - \$51,500
- Search and Rescue Grants – 2.5% annual increase

**4. ADDENDA/LATE ITEMS**

None

**5. RESOLUTION TO CLOSE MEETING**

Moved by FACIO

Seconded by KLOOT

**THAT** the Meeting be closed to the public, except for Senior Staff and the Executive Assistant, for the purpose of receiving and adopting Closed Meeting Minutes convened in accordance to Section 90 of the *Community Charter* and to consider matters pursuant to:

- Section 90(1)(c) of the *Community Charter* - labour relations or other employee relations.

**CARRIED**

The Open Meeting recessed at 5:59 p.m.

**6. RECONVENE OPEN MEETING**

The Open Meeting reconvened at 6:40 p.m.

Clarification was sought on the regional grant-in-aid model.

Moved by ALEXIS

Seconded by FACIO

**THAT** the Committee of the Whole direct Staff to bring forward the regional and sub-regional service budgets as part of the 2020-2024 Financial Plan Bylaw that the Regional Board will consider at its January 2020 meeting, including endorsement of the following:

- Incorporation of a \$25,000 legal budget
- Grant-in-Aid for WildSafe BC for \$15,000
- Sub-Regional Parks (West) – Option 4: to provide additional funding for a feasibility study into future services at Matsqui Trail Regional Park
- Two new positions requests - Procurement and Risk Specialist and FDM/Fire Dispatch Services Coordinator

Discussion ensued regarding funding for the Procurement and Risk Specialist, resulting in the following amended motion:

Moved by RAYMOND

Seconded by ENGAR

**THAT** the Committee of the Whole direct Staff to bring forward the regional and sub-regional service budgets as part of the 2020-2024 Financial Plan Bylaw that the Regional Board will consider at its January 2020 meeting, including endorsement of the following:

- Incorporation of a \$25,000 legal budget
- Grant-in-Aid for WildSafe BC for \$15,000
- Sub-Regional Parks (West) – Option 4: to provide additional funding for a feasibility study into future services at Matsqui Trail Regional Park
- New position request – FDM/Fire Dispatch Services Coordinator

**AND THAT** the position of Procurement and Risk Specialist be referred to EASC for consideration.

**CARRIED**

**7. RISE AND REPORT OUT OF CLOSED MEETING**

None

**8. ADJOURNMENT**

Moved by FACIO

Seconded by STOBART

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**THAT** the Committee of the Whole Budget Review Meeting of November 26, 2019 be adjourned.

**CARRIED**

The Committee of the Whole – Budget Review Meeting adjourned at 6:48 p.m.

MINUTES CERTIFIED CORRECT:

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Director Jason Lum, Chair