

The Corporation of the
CITY OF WHITE ROCK



Finance and Audit Committee
AGENDA

Monday, March 28, 2022, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

***Live Streaming/Telecast:** Please note that all Committees, Task Forces, Council Meetings, and Public Hearings held in the Council Chamber are being recorded and broadcasted as well included on the City's website at: www.whiterockcity.ca
T. Arthur, Director of Corporate Administration

	Pages
1. CALL TO ORDER Councillor Kristjanson, Chairperson	
2. ADOPTION OF AGENDA RECOMMENDATION THAT the Finance and Audit Committee adopt the agenda for March 28, 2022 as circulated.	
3. ADOPTION OF MINUTES RECOMMENDATION THAT the Finance and Audit Committee adopt the following meeting minutes as presented: <ul style="list-style-type: none">• March 1, 2022;• March 2, 2022;• March 3, 2022;• March 8, 2022; and,• March 9, 2022.	3
4. BUDGET RECAP AND DISCUSSION P. Murray, consultant, to provide an update on the changes for the 2022 draft budget.	30

5. CONCLUSION OF THE MARCH 28, 2022 FINANCE AND AUDIT
COMMITTEE MEETING



Finance and Audit Committee

Minutes

March 1, 2022, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT:

Mayor Walker
Councillor Chesney
Councillor Johanson
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan

STAFF:

Guillermo Ferrero, Chief Administrative Officer
Tracey Arthur, Director of Corporate Administration
Joe Calenda, Acting Director of Planning and Development
Services (via electronic means)
Shannon Johnston, Acting Director of Financial Services
Kale Pauls, Staff Sergeant WR RCMP Detachment
Eric Stepura, Director of Recreation and Culture (via electronic
means)
Ed Wolfe, Fire Chief
Chris Zota, Manager of Information Technology (via electronic
means)

GUEST

Paul Murray, Consultant for the City – Budget

PUBLIC

1

1. CALL TO ORDER

Councillor Kristjanson, Chairperson

The meeting was called to order at 5:08 p.m.

2. ADOPTION OF AGENDA

Motion Number: 2022-F&A-013 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for March 1, 2022 as circulated.

Motion CARRIED (6 to 0)

3. ADOPTION OF MINUTES

Motion Number: 2022-F&A-014 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the February 7, 2022, meeting minutes as presented.

Motion CARRIED (6 to 0)

4. CITY OF WHITE ROCK 2022 BUDGET - PUBLIC COMMENT SUMMARY

Corporate Report dated March 1, 2022, from the Acting Director of Financial Services and P. Murray, Consultant, titled "City of White Rock 2022 Budget - Public Comment Summary".

Mr. Murray gave an overview of the proposed budget document format (using the GFOI standard), noting it was a work in progress.

Motion Number: 2022-F&A-015 It was MOVED and SECONDED

THAT the Finance and Audit Committee receive the March 1, 2022, Corporate Report from the Acting Director of Finance, titled "City of White Rock 2022 Budget – Public Comment Summary."

Motion CARRIED (6 to 0)

5. DEPARTMENT BUDGET PRESENTATIONS

5.1 PROTECTIVE SERVICES

5.1.a Fire Rescue

The Fire Chief provided a Fire Services Department overview from the Proposed 2022 Financial Plan document.

The following discussion points were noted:

- Assistance with fires up north in the province, most departments are asked to send help and the City's Fire Department reviews this on a case-by-case basis (includes cost recovery from the Province)
- In the past there was a Fire Rescue Boat, staff noted it is only needed if there is a high call volume of those call types, at this time it is not cost effective to have one
- Fire staff are fully trained in regard to hazardous materials going through the City / derailment
- Volunteer Firemen, paid on an On Call basis and they are paid for the training they participate in
- Inspection numbers anticipated to go up. Due to COVID inspections were down, the department is now behind in this area (additional Fire Fighter will help in this capacity)

5.1.b Police Services

Staff Sergeant Pauls provided a Police Services Department overview from the Proposed 2022 Financial Plan document.

The follow discussion points were noted:

- Community Policing, re-alignment of services with Victim Services. Victim Services is something the province mandates (certain services required when there is a victim, and it is beyond what the RCMP Officer can offer)
- Peer Counselling for the detachment, there is a training cost (currently included in the training budget)
- There is overtime (many factors impact this)
- It was confirmed that at the present time there is the correct number of staff (impacted by population growth)

5.2 RECREATION AND CULTURE

The Director of Recreation and Culture provided a Recreation and Culture Department overview from the Proposed 2022 Financial Plan document.

The following discussion points were noted:

- Fraser Health utilized some space at City facilities during COVID, was there revenue from this? Staff noted there was some revenue and the City also rents space (Centre for Active Living) to Fraser Health for cardiac rehab - some of the fitness equipment was moved out during COVID and a number of desks were brought in
- It was confirmed there were some layoffs in this department due to COVID (Recreational Instructors / casual staff)
- It was requested that staff provide names of staff with a line as to what they do
- Tour de White Rock for 2022 is that confirmed to occur? Staff are looking at this now there may be other options (smaller event) offered
- Special Events note a large jump, staff are hoping to get back to hosting in person events (Canada Day by the Bay, Sea Festival and Tour de White Rock)
- Interest to receive a list of all programs offered at each center including cost, interest and revenue (help keep track of spending)

Motion Number: 2022-F&A-016 It was MOVED and SECONDED

THAT the Finance and Audit Committee requests the following be provided:

- **A list of all programs offered at each of the City Facilities with a break down of the cost (including special events).**

Voted in the Negative (5): Mayor Walker, Councillor Chesney, Councillor Kristjanson, Councillor Manning, and Councillor Trevelyan

Motion DEFEATED (1 to 5)

- It was confirmed that the department plans to continue some online activities
- Has there been a review of increasing user fees? Staff confirmed every few years they do conduct a survey to ensure rates are comparable (in many cases we are at the higher end)
- Has the department considered partnering for larger events (less cost for taxpayers)? Staff confirmed that was once the management model

for the Sea Festival and White Rock Festival of Lights, not always the best way (decision was made to bring these under the City's umbrella)

- Indoor Pickleball was offered at the Curling Club (Club) site a few years ago, the Club took it on and had one (1) - two (2) then COVID hit preventing it from continuing
- Good to see 31 online programs being offered

Motion Number: 2022-F&A-017 It was MOVED and SECONDED

THAT The Finance and Audit Committee directs the Talk White Rock platform be re-opened as soon as possible, and this be advertised as much as possible, in order to continue to engage the community in the current budget process.

Motion CARRIED (6 to 0)

Motion Number: 2022-F&A-018 It was MOVED and SECONDED

That the Finance and Audit committee request to:

- **Receive an estimate for the following information for future budgets for the Budget Binder to include for each capital project the following information:**
 - **Name**
 - **Description**
 - **Business Case**
 - **link to prior Council strategic Priority**
 - **resources needed**
 - **number of hours**
 - **equipment costs**
 - **funding sources**
 - **and how much would that cost.**

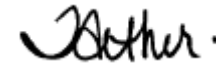
Voted in the Negative (4): Mayor Walker, Councillor Chesney, Councillor Manning, and Councillor Trevelyan

Motion DEFEATED (2 to 4)

6. **CONCLUSION OF THE MARCH 1, 2022 FINANCE AND AUDIT COMMITTEE MEETING**

The meeting was concluded at 6:55 p.m.

Councillor Kristjanson, Chairperson



Tracey Arthur, Director of Corporate
Administration

Unapproved



Finance and Audit Committee

Minutes

March 2, 2022, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Mayor Walker
Councillor Chesney
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan

ABSENT: Councillor Johanson

STAFF: Guillermo Ferrero, Chief Administrative Officer
Tracey Arthur, Director of Corporate Administration
Jim Gordon, Director of Engineering and Municipal Operations
Debbie Johnstone, Deputy Corporate Officer

GUEST Paul Murray, Consultant for the City – Budget

Public 1

1. CALL TO ORDER

Councillor Kristjanson, Chairperson

The meeting was called to order at 5:02 p.m.

2. **ADOPTION OF AGENDA**

Motion Number: 2022-F&A-019 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for March 2, 2022, as circulated.

Absent (1): Councillor Johanson

Motion CARRIED (5 to 0)

3. **DEPARTMENT BUDGET PRESENTATIONS**

3.1 **ENGINEERING**

The Director of Engineering and Municipal Operations provided a department operational overview from the Proposed 2022 Financial Plan document.

The following discussion points were noted:

- Reserves, each utility has its own reserve fund and the road work reserves are in a general fund
- Request for a breakdown of each staff person and a brief description of their duties was requested
- It was clarified that staff are waiting for Council direction in regard to the city owned site at Hogg Park where the house was demolished

Motion Number: 2022-F&A-020 It was MOVED and SECONDED

THAT the Finance and Audit Committee endorse the Bright Walk in White Rock event be maintained at the current level (what was provided in 2021) and reduce the 2022 funding by \$25,000.

Voted in the Negative (1): Councillor Kristjanson

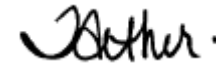
Absent (1): Councillor Johanson

Motion CARRIED (4 to 1)

4. **CONCLUSION OF THE MARCH 2, 2022, FINANCE AND AUDIT COMMITTEE MEETING**

The meeting was concluded at 5:30 p.m.

Councillor Kristjanson, Chairperson



Tracey Arthur, Director of Corporate
Administration

Unapproved



Finance and Audit Committee

Minutes

March 3, 2022, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Mayor Walker
Councillor Chesney
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan

ABSENT: Councillor Johanson

STAFF: Guillermo Ferrero, Chief Administrative Officer
Tracey Arthur, Director of Corporate Administration
Joe Calenda, Acting Director of Planning and Development Services
Jim Gordon, Director of Engineering and Municipal Operations
Shannon Johnston, Acting Director of Financial Services
Eric Stepura, Director of Recreation and Culture (via electronic means)
Chris Zota, Manager of Information Technology
Debbie Johnstone, Deputy Corporate Officer

GUEST Paul Murray, Consultant for the City – Budget

PUBLIC 2

1. CALL TO ORDER - Councillor Kristjanson, Chairperson

The meeting was called to order at 5:01 p.m.

2. ADOPTION OF AGENDA

Motion Number: 2022+-F&A-021 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for March 3, 2022, as circulated.

Absent (1): Councillor Johanson

Motion CARRIED (5 to 0)

3. DEPARTMENT BUDGET PRESENTATIONS

3.1 PLANNING AND DEVELOPMENT SERVICES

The Acting Director of Planning and Development Services provided a departmental overview from the Proposed 2022 Financial Plan document.

The following discussion points were noted:

- Increase for banking fees / credit cards (payments made by credit cards - merchant fees) varies by card as to how much is being charged
- Application time periods, goal is to make 12 months there will be work to do to get there. The Housing Strategic Action Plan can help with this by helping to accelerate review and approval times The province is giving municipalities the tools to accelerate the approval process (eg. public hearing may not be required when the project aligns with the City's Official Community Plan and Zoning)
- Would be interested to know how to get the approvals down to six (6) months, would like to see what is needed for that and for 12 month approval for a comparison
- At this point each single-family home needs to go through a design review, this can be addressed in the Housing Strategic Action Plan
- Would like to see a workshop set up with Council and staff to have discussion in regard to processes and how they can be made quicker

3.2 COUNCIL AND CAO

The Chief Administrative Officer (CAO) provided a overview of the Council and CAO department outlined in the Proposed 2022 Financial Plan document.

The following discussion points:

- Do other City's expect Council Members to use their own funds to go to a conference? Staff noted this was not the case
- The Grant Writer position, in the private sector they are paid on commission, could this work for the City. Staff noted they usually accept a fixed fee and incentive (commission) from the grant the City receives, in the end it is likely it would be more expensive than to hire

Motion Number: 2022-F&A-022 It was MOVED and SECONDED

THAT the Finance and Audit Committee recommend staff add the position of a Grant Writer to the budget at this time.

Voted in the Negative (3): Councillor Chesney, Councillor Manning, and Councillor Trevelyan

Absent (1): Councillor Johanson

Motion DEFEATED (2 to 3)

Motion Number: 2022-F&A-023 It was MOVED and SECONDED

THAT the Finance and Audit Committee direct staff to arrange for next week an opportunity for direct public input.

Absent (1): Councillor Johanson

Motion CARRIED (5 to 0)

3.3 CORPORATE ADMINISTRATION

The Director of Corporate Administration provided a department overview from the Proposed 2022 Financial Plan document.

3.4 HUMAN RESOURCES

Mr. Murray provided a Human Resources (HR) Department overview from the Proposed 2022 Financial Plan document.

The following discussion points were noted:

- RCMP support services (confirmed this is within the RCMP budget however HR oversee the RCMP support staff)

- Staff turnover rate, what does that cost from a budget perspective, the CAO will bring forward information on this
- It was confirmed that the HR department is only four (4) staff working in that capacity, much work is done by this group for the entire organization, it is a department that can use some help

3.5 INFORMATION TECHNOLOGY

The Manager of Information Technology provided a department overview from the Proposed 2022 Financial Plan document.

3.6 FINANCIAL SERVICES

The Acting Director of Financial Services provided a department overview from the Proposed 2022 Financial Plan document.

3.7 FISCAL SERVICES

The Acting Director of Financial Services provided a department overview from the Proposed 2022 Financial Plan document.

It was noted that there is a timeline for the budget to be completed (May 15) staff are inquiring with the Ministry of Finance in this regard.

Motion Number: 2022-F&A-024 It was MOVED and SECONDED

CONSIDER TO RESCIND MOTION 2022-F&A-023

THAT the Finance and Audit Committee rescind the following motion:

- **THAT the Finance and Audit Committee direct staff to arrange for next week an opportunity for direct public input.**

Absent (1): Councillor Johanson

Motion CARRIED (5 to 0)

Motion Number: 2022-F&A-025 It was MOVED and SECONDED

THAT the Finance and Audit Committee direct staff to arrange a further meeting with as soon as possible where there will be opportunity for direct public input on the proposed budget with requested amendments.

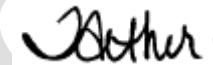
Absent (1): Councillor Johanson

Motion CARRIED (5 to 0)

4. **CONCLUSION OF THE MARCH 3, 2022, FINANCE AND AUDIT COMMITTEE MEETING**

The meeting was concluded at 6:59 p.m.

Councillor Kristjanson, Chairperson



Tracey Arthur, Director of Corporate Administration



Finance and Audit Committee

Minutes

March 8, 2022, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Mayor Walker
Councillor Chesney
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan

ABSENT: Councillor Johanson

STAFF: Guillermo Ferrero, Chief Administrative Officer
Jim Gordon, Director of Engineering and Municipal Operations
Eric Stepura, Director of Recreation and Culture
Ed Wolfe, Fire Chief (via electronic means)
Shannon Johnston, Acting Director of Financial Services
Joseph Calenda, Acting Director of Planning and Development Services (via electronic means)
Chris Zota, Manager of Information Technology (via electronic means)
Debbie Johnstone, Deputy Corporate Officer
Chloe Richards, Committee Clerk

GUEST: Paul Murray, Budget Consultant

PUBLIC: 3

1. CALL TO ORDER

Councillor Kristjanson, Chairperson

The meeting was called to order at 5:02 p.m.

2. **ADOPTION OF AGENDA**

Motion Number: 2022-F&A 026 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for **March 8, 2022**, as amended to include:

- On-Table Document titled “Summary of Preliminary Incomplete 2021 Asset Improvement Projects to be Carried Over to 2022”; and,
- Under Item 3 – Utilities to be added as a topic for discussion.

Absent (1): Councillor Johanson

Motion CARRIED (5 to 0)

3. **ASSET IMPROVEMENT (CAPITAL) PROGRAM**

The Director of Engineering and Municipal Operations provided an overview of the City's Utilities and the Asset Improvement (Capital) Program.

The following discussion points were noted:

Utilities:

- Solid Waste:
 - Question was asked why the green waste is taken to Delta and not to Surrey. Staff noted Delta provides the best value. Suggested staff look into if this could be taken to a facility in Surrey.
- Drainage Utility:
 - Water quality testing information from the outfalls into Semiahmoo Bay – how often is this posted on the website? Staff noted that at this time the data is provided to the Ministry and the Semiahmoo First Nation. It is not posted on the city website.
 - Concerns were noted with climate change and an increase in storm events, such as atmospheric rivers. Staff confirmed that while there was flooding and road closures in the city due to the atmospheric river, there was no flooding into the sanitary system.

- Provincial and Federal Grants for climate change issues (landslides) are available. The City has applied for grants of this nature before and could apply again for certain projects.
- This is another area in which a full-time grant writer position could be utilized.
- Sanitary Sewer:
 - Questions were asked surrounding difficulties to source supplies for projects. Staff noted that items such as asphalt and concrete can be affected with inflation. Raw materials are more of a concern than supplies at this time.
 - Johnston Road and Thrift Avenue work – hoping to postpone with many development projects in that area. Staff confirmed this is a utility project, and that the small mains are old and will need to be replaced in the next three (3) to four (4) years.
- Water:
 - Water Treatment Plant - arsenic scrubbers are aging faster than expected – it was enquired if this being covered and if there is anything that can be done to prolong their longevity. Staff confirmed that the arsenic media filters are not performing as well as the City had wanted. Regeneration for the media filters was done once last summer and is taking place again now.
 - A request was made to ensure that information on arsenic levels for the water continue to be updated on the City website. Staff will look into this to make sure that the data is being posted regularly.

General Fund Asset Improvement Program

- When replacing City vehicles – are we looking at electric vehicles where possible? Staff noted this is something that is being looked into. When replacing a vehicle, a business case can be made for it to be electric, if possible.
- For roads – on Thrift Avenue, from Johnston Road to Vidal Street– is there concern with heavy vehicle traffic on Thrift due to other projects (Foster Martin, for example) breaking ground? Staff confirmed that they are not concerned with heavy vehicles, as they need to operate within the road limits. Concerns were noted, however, with digging in the area. Staff will look into this further.

- Are there plans for a left turn signal at Oxford Street and North Bluff Road? Staff will report back on this.
- For the Kent Street Activity Centre – it was enquired what the remaining lifespan of the building is. Staff noted this building is very well used, especially prior to COVID. Staff can provide a better estimate on the lifespan once the Facility Master Plan is completed (estimated time is eight (8) or nine (9) months for completion of that project).
- The road reconstruction project for Johnston Road – Russell Avenue to Thrift Avenue – it was noted that price seems high. Staff will review the estimate.
- Pedestrian controlled crosswalks at Martin Street / Parker Street and Johnston Road and Prospect Street – when will these be completed? Staff noted that there have been delays working with Surrey on these projects and Surrey does not feel as though this is required. The previous Manager of Engineering was working on this; as this position is now vacant, this project is requiring additional time. It was noted that a compromise needs to be reached to move forward on this.
- Speed reduction on Marine Drive – what has been done/ are there any plans to address this? It was noted that there is nothing budgeted for speed humps/ curb extensions. Staff confirmed any work done on this would require an agreement with Surrey. Some common ground may be reached through narrowing roads at intersections, road paintings or other methods of traffic calming.
- Noted that a Corporate Report was brought forward to Council on speed calming options for Marine Drive. It was requested that this be brought forward to a future Council meeting for further discussion.
- How is it determined which roads take priority and is there public input on this? Staff noted they are working on an Integrated Transportation Master Plan, which is to be completed later this summer. Public consultation has been part of this process and is being used to formulate the plan.
- Staff confirmed that the Development Cost Charges (DCC) Bylaw is scheduled to be reviewed in 2022. Once a project is included in this Bylaw, the City can use DCC's to fund it.

4. **CONCLUSION OF THE MARCH 8, 2022 FINANCE AND AUDIT COMMITTEE MEETING**

The meeting was concluded at 6:13 p.m.



Councillor Kristjanson, Chairperson

Debbie Johnstone, Deputy
Corporate Officer

Unapproved



Finance and Audit Committee

Minutes

March 9, 2022, 5:00 p.m.

City Hall Council Chambers

15322 Buena Vista Avenue, White Rock, BC, V4B 1Y6

PRESENT: Mayor Walker
Councillor Chesney
Councillor Johanson
Councillor Kristjanson
Councillor Manning
Councillor Trevelyan

STAFF: Guillermo Ferrero, Chief Administrative Officer
Jim Gordon, Director of Engineering and Municipal Operations
Eric Stepura, Director of Recreation and Culture
Shannon Johnston, Acting Director, Financial Services
Ed Wolfe, Fire Chief
Kale Pauls, Staff Sargent
Debbie Johnstone, Deputy Corporate Officer
Janessa Auer, Committee Clerk

GUEST: Paul Murray, Budget Consultant

PUBLIC: 3

1. CALL TO ORDER

Councillor Kristjanson, Chairperson

The meeting was called to order at 5:01 p.m.

2. **ADOPTION OF AGENDA**

Motion Number: 2022-F&A-026 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for **March 9, 2022**, as circulated.

Motion CARRIED (6 to 0)

3. **BUDGET PRESENTATION RECAP AND DISCUSSION**

P. Murray, Consultant, provided a summary of the previous budget presentations. Two (2) changes to the budget have been proposed at this time:

- Funding for half of the warming shelter (to be shared with the City of Surrey); and,
- Bright Walk in White Rock – budget to remain the same for 2022 as it was in 2021.

The city is currently sitting at a 6.31% overall tax increase.

The following discussion points were noted:

- For the Community Response Team Constable, what other duties would the position have?

Staff confirmed that the position is a full-time constable, and this would be the primary role of the position. Additional duties and assistance to others in the department take place when required/ time permits.

There is uncertainty with the Surrey Police Service as to how this will affect White Rock. It is important to ensure roles are being covered and there isn't any negative affect for White Rock when Surrey Police Service is fully operational.

- What would the impact be to the Financial Services Department if the Purchasing Specialist position was deferred or eliminated? What are the cost savings this position would realize for the City?

Staff noted deferring or eliminating this position would have an impact on all City departments, not just Finance. Purchasing is specialized and this position would create efficiencies for many departments.

Staff clarified that in many cases it would be a cost savings in capital. This position could assist with Request for Proposals (RFPs) for various

departments and would likely allow staff to accomplish additional work that they are currently unable to do.

- Does the position need to be full-time, or could a part-time position be considered for this role? And further, could this type of position merge with the Grant-Writer position?

Staff noted that it would be challenging for this work to take place on a part-time basis. Both the Purchasing Specialist position and the Grant-Writer position would have a separate skill set. So finding one candidate to do both roles would be challenging.

- The vacant Building Official 1 position was discussed.

Staff noted current delays in the Planning and Development Services Department with respect to building permits. Not filling this position would slow the process even further.

- For the additional Rec Attendant hours at the Centre for Active Living - what would the impact be to remove this from the budget?

Staff noted that most of the programs offered at the facility occur in the afternoons and evenings for drop-in classes. Not having a Rec Attendant working the front desk could have safety concerns (would not be able to see people coming and going from the facility) and there would be no staff there to greet people, answer any questions etc.

- The Special Event Assistant position was discussed, and the potential impact for not hiring this position in 2022.

Staff clarified that this position would alleviate overtime currently accrued by the Special Events Coordinator due to a number of events taking place on the weekends and evenings.

It was suggested that fewer events could take place in order to assist with this.

Staff noted that the special events schedule for 2022 has already been approved by Council for the upcoming year; however, events that are to go ahead could be scaled back to address workload issues.

- Reducing the number of Council members attending conferences in B.C. and having no members costs' covered for conferences outside of B.C. was suggested.

There is benefit for members of Council to attend conferences, such as UBCM. Conferences act as an important way to network and build relationships with other municipalities.

- Questions were asked surrounding the impacts for reducing the annual transfer to the capital works reserve.

Staff confirmed once the \$100,000 is removed it continues to be removed through the five (5) years unless Council were to provide direction to add it back into the financial plan.

Council could choose to increase the transfer to the capital works reserve in 2023 to compensate for the reduction in 2022.

- What would the impact on capital projects be if this funding was deferred or was removed for the next 5 years?

Staff noted that some projects in the Capital Plan would be delayed further down the road. By delaying these projects, however, there is always a risk that something could happen.

- A suggestion was made to consider canvassing commercial property owners to gauge their support for the White Rock Business Improvement Association (BIA). While this would not reduce household taxes, it could help commercial property owners.

Staff noted that currently there is a Bylaw in place for the establishment of the Business Improvement Association Area Bylaw which expires in 2024.

- What would the impact be for reducing contracted road maintenance and what that would look like?

Staff advised that this type of work includes pothole patching, sidewalk patches, asphalt repairs, road end brush maintenance, line painting etc. Reducing this work would reduce the level of services for this.

Motion Number: 2022-F&A-027 It was MOVED and SECONDED

THAT the Finance and Audit Committee remove the Community Response Team Constable Member position and associated costs for the position from the 2022 budget.

Voted in the Negative (5): Mayor Walker, Councillor Johanson, Councillor Kristjanson, Councillor Manning, and Councillor Trevelyan

Motion DEFEATED (1 to 5)

Motion Number: 2022-F&A-028 It was MOVED and SECONDED

THAT the Finance and Audit Committee defer or eliminate the hiring of a Purchasing Specialist from the 2022 budget.

Voted in the Negative (2): Mayor Walker, and Councillor Chesney

Motion CARRIED (4 to 2)

Motion Number: 2022-F&A-029 It was MOVED and SECONDED

THAT the Finance and Audit Committee defer the hiring of a Building Official 1 position to 2023.

Voted in the Negative (5): Mayor Walker, Councillor Chesney, Councillor Johanson, Councillor Kristjanson, and Councillor Trevelyan

Motion DEFEATED (1 to 5)

Motion Number: 2022-F&A-030 It was MOVED and SECONDED

THAT the Finance and Audit Committee defer or eliminate the hiring of a Special Events Assistant.

Voted in the Negative (3): Mayor Walker, Councillor Kristjanson, and Councillor Manning

Motion DEFEATED (3 to 3)

Motion Number: 2022-F&A-031 It was MOVED and SECONDED

THAT Council limit conference registration to two (2) members of Council per conference in B.C. and no council registration be covered for conferences outside of B.C.

Voted in the Negative (3): Mayor Walker, Councillor Johanson, and Councillor Kristjanson

Motion DEFEATED (3 to 3)

Motion Number: 2022-F&A-032 It was MOVED and SECONDED

THAT the Finance and Audit Committee reduce the annual transfer to the Capital Works Reserve for 2022 in the amount of 100,000.

Voted in the Negative (4): Mayor Walker, Councillor Chesney, Councillor Manning, and Councillor Trevelyan

Motion DEFEATED (2 to 4)

Motion Number: 2022-F&A-033 It was MOVED and SECONDED

THAT the Finance and Audit Committee reduce Parks Workshops.

Voted in the Negative (4): Mayor Walker, Councillor Chesney, Councillor Johanson, and Councillor Kristjanson

Motion DEFEATED (2 to 4)

Motion Number: 2022-F&A-034 It was MOVED and SECONDED

THAT the Finance and Audit Committee reduce the combined operating consulting budget by 10% for 2022.

Voted in the Negative (2): Mayor Walker, and Councillor Chesney

Motion CARRIED (4 to 2)

Motion Number: 2022-F&A-035 It was MOVED and SECONDED

THAT the Finance and Audit Committee ask commercial property owners if they want to maintain their funding for the White Rock Business Improvement Association (BIA) levy, requiring a 50% +1 approval rating to continue.

Voted in the Negative (2): Mayor Walker, and Councillor Trevelyan

Motion CARRIED (4 to 2)

Motion Number: 2022-F&A-036 It was MOVED and SECONDED

THAT the Finance and Audit Committee reduce the number of hard copy Recreation Guides by 50%

Motion CARRIED (6 to 0)

Motion Number: 2022-F&A-037 It was MOVED and SECONDED

THAT the Finance and Audit Committee reduce contracted roads maintenance for 2022.

Voted in the Negative (5): Mayor Walker, Councillor Chesney, Councillor Johanson, Councillor Kristjanson, and Councillor Manning

Motion DEFEATED (1 to 5)

Motion Number: 2022-F&A-038 It was MOVED and SECONDED

THAT the Finance and Audit Committee reduce parks temporary full-time wages.

Voted in the Negative (5): Mayor Walker, Councillor Chesney, Councillor Johanson, Councillor Kristjanson, and Councillor Manning

Motion DEFEATED (1 to 5)

Motion Number: 2022-F&A-039 It was MOVED and SECONDED

THAT the Finance and Audit Committee defer hiring the additional Fire Fighter position and Building Official 1 position to June of this year (2022).

Motion CARRIED (6 to 0)

Motion Number: 2022-F&A-040 It was MOVED and SECONDED

THAT a Finance and Audit Committee meeting be scheduled prior to the March 28th Regular Council meeting (5:00 p.m. for one hour).

Motion CARRIED (6 to 0)

Staff noted that, with these changes, the current tax rate is 5.37%. Staff can bring a report back to a future Finance and Audit Committee meeting on how this would look. Following that, it was suggested that public input on the 2022 Budget take place on Monday, April 4, 2022.

4. **CONCLUSION OF THE MARCH 9, 2022 FINANCE AND AUDIT COMMITTEE MEETING**

The meeting was concluded at 7:03 p.m.



Councillor Kristjanson, Chairperson

Debbie Johnstone, Deputy
Corporate Officer

Consolidated Budget Summary

		2021	2022	Change	Change	Budget Binder
		Budget	Budget	\$	%	Page Reference
General Fund						
Council and Office of the CAO	Net Property Taxes Required	\$ 870,700	\$ 939,500	\$ 68,800	8%	Page 30
Corporate Administration	Net Property Taxes Required	1,316,000	1,358,900	42,900	3%	Page 35
Human Resources	Net Property Taxes Required	652,100	687,900	35,800	5%	Page 42
Finance	Net Property Taxes Required	1,711,500	1,783,500	72,000	4%	Page 48
Fiscal Services	Net Property Taxes Required	3,482,000	3,964,800	482,800	14%	Page 51
Information Technology	Net Property Taxes Required	1,207,900	1,252,300	44,400	4%	Page 58
Police	Net Property Taxes Required	6,028,900	6,590,400	561,500	9%	Page 63
Fire Rescue	Net Property Taxes Required	4,345,600	4,466,600	121,000	3%	Page 69
Planning and Development	(Net Contribution)	(2,080,300)	(1,972,200)	108,100	-5%	Page 75
Engineering and Operations	Net Property Taxes Required	6,733,300	7,054,900	321,600	5%	Page 106
Recreation and Culture	Net Property Taxes Required	1,262,400	1,344,000	81,600	6%	Page 91
Utility Funds						
Solid Waste	Net User Fees Required	\$ 1,383,700	\$ 1,419,300	\$ 35,600	3%	Page 118
Sanitary Sewer	Net User Fees Required	3,560,200	3,667,000	106,800	3%	Page 132
Drainage	Net User Fees Required	2,777,400	2,902,400	125,000	5%	Page 123
Water	Net User Fees Required	5,605,500	5,969,900	364,400	7%	Page 142

Property Taxation

Percentages

Date: March 28, 2022

Municipal Operations: 1.25 %

Police Service: 2.21 %

Asset Improvement: 1.89 %

TOTAL TAX INCREASE: 5.35 %

Budget Impact to Average Household in 2022

	2021	2022	Change \$\$	Change %
Property Taxation				
Municipal Operations	\$ 2,141	\$ 2,189	\$ 48	
Police Service	925	1,010	85	
Asset Improvement	756	828	72	
Total Property Taxes	\$ 3,822	\$ 4,027	\$ 205	5.35%
Utilities				
Drainage Utility Charge	\$ 530	\$ 554	\$ 24	
Solid Waste Utility Charge	337	345	8	
Sewer Utility Charge	265	265	-	
Water Utility Charge	705	719	14	
Total Utilities	\$ 1,837	\$ 1,883	\$ 46	2.50%
Total Annual Cost	\$ 5,659	\$ 5,910	\$ 251	4.43%

Budget Impact to Average Strata Unit in 2022

	2021	2022	Change \$\$	Change %
Property Taxation				
Municipal Operations	\$ 752	\$ 769	\$ 17	
Police Service	325	355	30	
Asset Improvement	266	291	25	
Total Property Taxes	\$ 1,343	\$ 1,415	\$ 72	5.35%
Utilities				
Drainage Utility Charge	\$ 160	\$ 167	\$ 7	
Sewer Utility Charge	265	265	-	
Water Utility Charge	247	261	14	
Total Utilities	\$ 672	\$ 693	\$ 21	3.12%
Total Annual Cost	\$ 2,015	\$ 2,108	\$ 93	4.61%

		Amount	Tax Impact		Tax Increase		
January 24 proposed tax increase					6.09%		
Add warming shelter cost, approved January 24		80,000	0.32%	y	0.32%		
Possible reductions							
Parks	Maintain funding at 2021 level for the Bright Walk on White Rock (previously approved)	(25,000)	-0.10%	Y	-0.10%		
Finance	Defer or eliminate hiring of Purchasing Specialist	(103,300)	-0.41%	Y	-0.41%	motion	passes
General Fund Consulting Budget	Reduce combined operating consulting budgets by 10%	(17,800)	-0.07%	Y	-0.07%	motion	passes
Chief Administrators Office	Reduce the budget for staff events	(8,700)	-0.03%	N	0.00%		
Human Resources	Reduce the training budget for all City-sponsored training	(5,000)	-0.02%	N	0.00%		
Human Resources	Eliminate lunches and refreshments for all City-sponsored health & safety training	(5,000)	-0.02%	N	0.00%		
Council	Reduce the budget for conference registration & expenses	(8,700)	-0.03%	N	0.00%	motion	failed
General Fund Conference Budget	Reduce all combined conference budgets by 10%	(8,500)	-0.03%	N	0.00%		
Parks	Reduce parks temporary full time wages	(15,000)	-0.06%	N	0.00%	motion	failed
Parks	Reduce parks workshops.	(10,000)	-0.04%	N	0.00%	motion	failed
Fire	Defer or eliminate the additional firefighter position added in 2022	(52,900)	-0.21%	Y	-0.21%	motion	defer hiring until June 2021
General Fund Grant Budget	Reduce the portion of the general fund grant budget funded by taxes by 5%	(19,200)	-0.08%	N	0.00%		
Recreation and Culture	Reduce the number of hard copy Recreation Guides by 50%.	(15,000)	-0.06%	Y	-0.06%	motion	passes
Roads	Reduce contracted roads maintenance	(70,000)	-0.28%	N	0.00%	motion	failed
Recreation and Culture	Eliminate rec attendant hours at the Centre for Active Living	(35,700)	-0.14%	N	0.00%		
Recreation and Culture	Defer or eliminate the hiring of the Special Events Assistant	(45,100)	-0.18%	N	0.00%	motion	failed
Fiscal Services	Reduce the annual transfer to the Capital Works Reserve	(100,000)	-0.40%	N	0.00%	motion	failed
Building	Defer or eliminate the hiring of the vacant Building Official 1 position	(50,600)	-0.20%	Y	-0.20%	motion	defer hiring until June 2021
RCMP	Eliminate the Community Response Team Constable member and associated costs	(155,600)	-0.62%	N	0.00%	motion	failed
Positions currently not included where capacity is needed							
Finance	Grant Writer	101,200	0.41%	N	0.00%		
Administration	Records Management Coordinator	98,900	0.40%	N	0.00%		
Recreations and Culture	Cultural Services Program Coordinator	77,500	0.31%	N	0.00%		
Human Resources	Human Resources Advisor	126,200	0.51%	N	0.00%		
New proposed tax rate					5.35%		