

The Corporation of the
CITY OF WHITE ROCK



Finance and Audit Committee
AGENDA

Tuesday, April 12, 2022, 6:00 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 April 12, 2022 as circulated.	
3. ADOPTION OF MINUTES RECOMMENDATION THAT the Finance and Audit Committee adopt the April 4, 2022 meeting minutes as presented.	3
4. 2022 BUDGET DISCUSSION Council to continue their discussion on the draft 2022 - 2026 Financial Plan following the April 4, 2022 meeting where public submissions were received. <u>Note:</u> Updated documents from the April 4, 2022 Finance meeting are attached for information. RECOMMENDATION THAT the Finance and Audit Committee direct staff to prepare the Financial Plan and taxation bylaws.	9

**5. CONCLUSION OF THE APRIL 4, 2022 FINANCE AND AUDIT
COMMITTEE MEETING**



Finance and Audit Committee

Minutes

April 4, 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
Anne Berry, Director of Planning and Development Services
Joe Calenda, 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
Ed Wolfe, Fire Chief
Kale Pauls, RCMP Staff Sergeant (via telephone)
Amanda Silvers, Manager Communications and Government Relations
Debbie Johnstone, Deputy Corporate Officer

GUEST

Paul Murray, Consultant for the City – Budget

PUBLIC:

9 (approx.)

1. **CALL TO ORDER**

Councillor Kristjanson, Chairperson

The meeting was called to order at 5:00 p.m.

2. **ADOPTION OF AGENDA**

Motion Number: 2022-F&A-044 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the agenda for April 4, 2022 as circulated.

Motion CARRIED (6 to 0)

3. **ADOPTION OF MINUTES**

Motion Number: 2022-F&A-045 It was MOVED and SECONDED

THAT the Finance and Audit Committee adopt the March 28, 2022 meeting minutes as presented.

Motion CARRIED (6 to 0)

4. **2022 BUDGET RECAP AND REFERRAL FOR PUBLIC COMMENT**

Corporate report dated April 4, 2022, from the Acting Director of Financial Services and P. Murray, Consultant, titled "City of White Rock 2022 Budget Recap and Referral for Public Comment".

Mr. Murray provided an overview of the budget progress to this point (5.24% tax increase / 4.35% including utilities).

Motion Number: 2022-F&A-046 It was MOVED and SECONDED

THAT the Finance and Audit Committee receive the April 4, 2022, corporate report from the Acting Director of Finance, titled "City of White Rock 2022 Budget Recap and Referral for Public Comment".

Voted in the Negative (1): Councillor Johanson

Motion CARRIED (5 to 1)

Note: It was noted that the second recommendation from the corporate report will be considered following the public submission portion of the agenda.

5. OPPORTUNITY FOR PUBLIC COMMENTS (PHONE-IN, IN PERSON AND BY WRITTEN SUBMISSION)

- a. The Director of Corporate Administration read a statement regarding Public Comment process
- b. One (1) submission had been received and it was provided On-Table and the Chief Administrative Officer noted he had responded to the submission questions. A copy was forwarded to Council and will be placed on the City website.
- c. The Chairperson invited those in attendance and via telephone participation, that want to speak to the draft Financial Plan to present their comments / questions.
- M. Stevens, White Rock BC, informed of the impact he and his property have had due to stability concerns on Marine Drive (erosion of a broken storm sewer that is on his property). Concern with the proposed budget that the funds are not there to address the work. Staff confirmed the project requires a difficult design; there are funds in the budget to complete the design and it is anticipated that the work can start once the design is complete. It was further noted that this is not the only property that is impacted by the situation there is a further property also impacted.

Motion Number: 2022-F&A-047 It was MOVED and SECONDED

That the Finance and Audit Committee direct staff to bring forward alternatives as to what other projects can be delayed so the project on Marine Drive (erosion of broken storm sewer) can be financially moved up sooner.

Note: the easement must remain in place until the storm pipe can be moved (design options still under review)

Motion CARRIED (6 to 0)

- G. Gumley, White Rock BC, noted the questions he submitted On-Table and the response received from Chief Administrative Officer; however, the item in regard to \$360,000 for special events was not answered as to how the funds would be spent. Further requested Council consider putting back the amount to the same as the previous year at \$160,000. Staff stated that Council approved the Special Events to be held this year at their February 7th

meeting. Staff noted there can be a list provided of each event with the anticipated cost to be provided to Council and placed on the City website.

- G. Wolgemuth, White Rock, BC, noted concern / comments including the following: the amount for City reserves, number of consultants the City is using, positions that are unfilled / what are recruitment costs?; how the City utilizes the COVID recovery funds (should be used for parking revenue loss, blue fencing placed along Marine Drive during COVID and costs related to the one-way closure), the additional funding needed for Emerson Park and for the Generations Park (would prefer the funds be spent on road re-pavement and infrastructure).

Staff confirmed all noted costs by Mr. Wolgemuth that should have come from the COVID recovery fund/grant were paid using the COVID recovery fund/grant.

- K. Jones, White Rock, BC, noted concern / comments including the following: hiring a Grant Writer, suggested to delay some capital projects, eliminate all contingency (use reserve funds for this), consider a bonus to staff who bring in lower budget than last year (with same level of service), cancel the Maccaud Park RFP instead plant trees from tree planting surplus and transfer the grant from TransLink for the project to develop a City cycling and walking route. Inquired what the 2021 accumulated surplus would be. Staff stated the information is not yet ready.
Staff clarified that within the accumulated surplus \$133M was the tangible capital assets (funds already spent).

Speaking a second time:

- M. Stevens, White Rock, BC, inquired on the City's surplus and how much is "cash". Staff confirmed reserves are not cash and include one-time operating costs.
- K. Jones, White Rock, BC, noted concern with what the taxpayers were required to pay, uncompleted City projects, and the amount of surplus. Maccaud Park, concern with the design / walkways wider than what the plan had on it. Staff clarified that the walkways were wider on the BC Bid RFP as they were advised regarding accessibility. Staff noted the uncompleted projects still need to be done so they need to be in the budget where they are carried forward.
- G. Wolgemuth, White Rock, BC, commented on noted surplus, use of consultants, the City's disability claims, review should be given as to existing

staff duties, a Grant Writer is not needed and review of use of Community Amenity contributions.

- K. Jones, White Rock, BC, stated in regard to the City's Freedom of Information function there is not sufficient work, not in agreement with transferring some of the tax costs to the residents to help with the businesses

No speakers called in for the phone-in opportunity.

Councillor Johanson noted the following comments in regard the Draft Financial Plan:

- Requested the following definitions be included in the 2022 Financial Plan:
 - Annual Budget
 - Five Year Financial Plan
 - Financial Plan
 - Consolidated Budget
 - Consolidated Financial Plan
- Page 30, Council and CAO Office Expense should state annual CAO Performance Review in accordance with Policy 126
- Discussion regarding service levels, the document notes maintaining current service levels. It was noted by a member of Council that more detail in this regard would be helpful (example: list of parks and what the service level is for each park is).
- The Official Community Plan should not be included in the budget document as it is completed work.
- Solid Waste for multi-family noted but commercial properties should also be included.

Motion Number: 2022-F&A-048 It was MOVED and SECONDED

THAT the Finance and Audit Committee direct staff to schedule a follow up meeting where the service levels are reviewed, using the existing information as documented in the department budgets and determine if there should be any service level adjustments.

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

Motion DEFEATED (2 to 4)

Motion Number: 2022-F&A-049 It was MOVED and SECONDED

THAT the Finance and Audit Committee receive the written and verbal submissions provided, including "On-Table" information provided with available staff comments, regarding the 2022 - 2026 Draft Finance Plan.

Motion CARRIED (6 to 0)

Motion Number: 2022-F&A-050 It was MOVED and SECONDED

THAT The Finance and Audit Committee direct staff to prepare the Financial Plan and taxation bylaws.

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

Motion DEFEATED (3 to 3)

Motion Number: 2022-F&A-051 It was MOVED and SECONDED

THAT the Finance and Audit Committee direct staff to schedule a further Finance and Audit Committee meeting, in the next week or two (2).

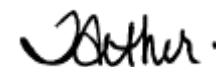
Voted in the Negative (2): Councillor Chesney, and Councillor Manning

Motion CARRIED (4 to 2)

6. CONCLUSION OF THE APRIL 4, 2022 FINANCE AND AUDIT COMMITTEE MEETING

The meeting was concluded at 7:00 p.m.

Councillor Kristjanson, Chairperson



Tracey Arthur, Director of Corporate Administration

Property Taxation

Percentages

Date: April 4, 2022

Municipal Operations: 1.14 %

Police Service: 2.61 %

Asset Improvement: 1.49 %

TOTAL TAX INCREASE: 5.24 %

Budget Impact to Average Household in 2022				
	2021	2022	Change \$\$	Change %
Property Taxation				
Municipal Operations	\$ 2,141	\$ 2,184	\$ 43	
Police Service	925	1,025	100	
Asset Improvement	756	813	57	
Total Property Taxes	\$ 3,822	\$ 4,022	\$ 200	5.24%
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	\$ 5,905	\$ 246	4.35%

Budget Impact to Average Strata Unit in 2022				
	2021	2022	Change \$\$	Change %
Property Taxation				
Municipal Operations	\$ 752	\$ 767	\$ 15	
Police Service	325	360	35	
Asset Improvement	266	286	20	
Total Property Taxes	\$ 1,343	\$ 1,413	\$ 70	5.24%
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	\$ 2,106	\$ 91	4.51%

		Amount	Tax Impact		Tax Increase	
January 24 proposed tax increase					6.09%	
Add warming shelter cost, approved January 24 - fund from COVID19 Safe Re-start Reserve		-	0.00%	Y	0.00%	
Add additional increase to the RCMP Contract		99,700	0.40%	Y	0.40%	
Deduct increased utility grants in lieu of taxes		(19,800)	-0.08%	Y	-0.08%	
Increased operating contingency for RCMP contract difference		20,500	0.08%	Y	0.08%	
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 passed
Fiscal Services	Reduce the annual transfer to the Capital Works Reserve	(100,000)	-0.40%	Y	-0.40%	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 for half the year	51,600	0.21%	Y	0.21%	motion Passed starts July 1
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					5.24%	