

FINANCE COMMITTEE MEETING – MINUTES

Minutes of the Finance Committee Meeting held on Thursday, March 7, 2019
in Council Chambers at Village Hall, 2697 Sunnyside Road, Anmore, BC



COMMITTEE MEMBERS PRESENT

Mayor John McEwen, Chair
Councillor Polly Krier
Councillor Tim Laidler
Councillor Kim Trowbridge
Councillor Paul Weverink
Nick Cheng
Mark Roberts

OTHERS PRESENT

Juli Halliwell, Chief Administrative Officer
Karen Elrick, Manager of Corporate Services

1. CALL TO ORDER

Mayor McEwen called the meeting to order at 5:35 p.m.

2. APPROVAL OF THE AGENDA

It was MOVED and SECONDED

“THAT THE AGENDA BE APPROVED AS CIRCULATED.”

CARRIED UNANIMOUSLY

3. MINUTES

(a) **Minutes of the Meeting held on November 19, 2018**

It was MOVED and SECONDED

**“THAT THE MINUTES OF THE FINANCE COMMITTEE MEETING
HELD ON NOVEMBER 19, 2018 BE ADOPTED AS
CIRCULATED.”**

CARRIED UNANIMOUSLY

4. BUSINESS ARISING FROM THE MINUTES

Nil

5. UNFINISHED BUSINESS

Nil

6. NEW BUSINESS**(a) Five Year (2019 – 2023) Financial Plan**

Ms. Juli Halliwell, CAO, provided an overview of the documents included in the agenda package and outlined legislative requirements regarding adoption of the 5 Year Financial Plan and Tax Rate Bylaw.

Ms. Halliwell noted that the budget presented would result in a property tax increase for an average single family home of 8.99% not including consideration of an adjustment of Council remuneration. It was noted that the limited tax base in Anmore results in a higher impact of budget changes to property taxes than neighbouring communities.

Points included:

- Additional taxation revenue.
- Increased investment income.
- Overview of revenue and expenditure changes.
- Contemplation of new service for contracted dog control at the budgeted cost of \$12,000 per year.
- Breakdown of proposed property tax increase 6.7% for fixed asset levy and 2.2% for general operating budget.

Discussion included:

- Investment portfolio of Village is regulated and low risk.
- Asset management and contemplation of new Civic building.
- CPI increase for salaries is based on Vancouver area rate which was 2.9% for 2018.
- Breakdown of 2018 property taxes:
 - 22% operation of village
 - 16% asset replacement levy
 - 4% policing
 - 45% school
 - 5% Metro Vancouver
 - 7% TransLink
 - 1% BC Assessment / MFA
- Need for additional contract services for Finance, Communications and

Geotechnical review.

- Increased legal fee expenditure in 2018 due to Anmore Green Estates.
- Noted decrease in building permit revenue.
- Potential for new revenue source of Building, Bylaw, and Planning services contract.

Action Item: Staff to provide historical actuals to Committee members to show trend patterns for budget items.

- Contemplation within budget for proposed Council remuneration increase budget impact of \$50,000.
- Civic Building considerations for future community needs.
- Whether Council conference budget should be adjusted.
- Strong financial position of Village of Anmore
- Budget changes considered to accommodate for Council remuneration proposed increase:
 - Elimination of new dog service of \$12,000 with potential alternate options to be investigated.
 - Potential offset to contract service amount \$10,000 reduction.
 - Funding of MSP for 2019 from reserves would result in an \$8,000 decrease in budget.
 - Reduce legal budget by \$10,000.
 - Reductions noted above would result in a 9.38% average tax increase.

Ms. Halliwell provided an overview of the proposed water rate increase of 2% to \$2.86 per cubic meter and a proposed increase in garbage collection from \$269 to \$289; and noted the bylaw amendments would be brought forward at the next Regular Council meeting.

Proposed capital project highlights included:

- Truck replacement \$120,000.
- Tennis court resurface \$15,000.
 - This project will be placed on hold.
- Trail standards maintenance and upgrades, and bus shelter installations.
 - These projects will be kept in budget but action will not commence pending potential funding opportunities from other government levels.
- Culvert repair and replacement.
- Sunnyside Road Improvements \$147,000.
 - Remove this item from budget pending alternative funding options. Portion funded by MRN of \$98,000 to remain in budget.

Action Item: Staff to determine scope of Sunnyside Road Improvement project within Major Road Network budget amount of \$98,000.

It was MOVED and SECONDED

“THAT THE FINANCE COMMITTEE REFER THE DRAFT 2019-2023 FINANCIAL PLAN, AS AMENDED, TO REFLECT AN AVERAGE PROPERTY TAX INCREASE OF 9.38% TO COUNCIL, FOR CONSIDERATION.”

CARRIED UNANIMOUSLY

7. ADJOURNMENT

It was MOVED and SECONDED:

“TO ADJOURN.”

CARRIED UNANIMOUSLY

The meeting adjourned at 7:33 p.m.

Certified Correct:

Approved:

“Karen Elrick”

“John McEwen”

Karen Elrick
Manager of Corporate Services

Mayor John McEwen
Chair, Finance Committee