

**VILLAGE OF PEMBERTON
-COMMITTEE OF THE WHOLE MEETING MINUTES-**

Minutes for the **Committee of the Whole** of Council of the Village of Pemberton held Monday, February 27, 2017 at 2:00 p.m., at Council Chambers, 7400 Prospect Street. This is meeting No. 158.

ATTENDING: Mayor Mike Richman
Councillor James Linklater
Councillor Karen Ross
Councillor Ted Craddock

REGRETS: Councillor Jennie Helmer

STAFF: Nikki Gilmore, Chief Administrative Officer
Sheena Fraser, Manager of Corporate & Legislative Services
Shelley Termuende, Legislative Assistant
Tim Harris, Manager of Operations and Development Services
Robert Grossman, Fire Chief
Lena Martin, Manager of Finance and Administration

PUBLIC: 0

1. CALL TO ORDER

At 2:01 p.m. Mayor Richman called the February 27, 2017, Committee of Whole Meeting to order.

2. APPROVAL OF AGENDA

Moved/Seconded
THAT the agenda be approved as presented.
CARRIED

3. APPROVAL OF THE MINUTES

a) Committee of the Whole No. 157 – Tuesday, February 7, 2017

Moved/Seconded
THAT the minutes of Committee of the Whole Meeting No. 157, held Tuesday, February 7, 2017, be adopted as circulated.
CARRIED

4. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

5. BUDGET SESSION No. 2 – 2017 Revised Operating, Project and Capital Expenses and Tax Implications

Lena Martin, Manager of Finance and Administration, presented the revised edition of the 2017 draft budget for review.

Discussion took place regarding the following:

- Reserve Tax options of 2, 4, 6, and 8% discussed
- Surplus carry forward for year-end 2016
- 2016 Budget to 2017 Budget Comparison versus 2017 Budget to 2016 Actuals Comparison
- Departmental budgets (Administration, Legislative, Fire, Development Services, Public Works, Water, Sewer and Airport)
- Pemberton Music Festival Cost Recovery
- Cost of Living Increase for Council remuneration
- Detail Project Listing for Sewer
- Setting aside funds to reserve accounts

General Administration Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 General Administration budget as presented.

CARRIED

Legislative Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Legislative budget as presented, including the 1.9% cost of living increase.

CARRIED

Moved/Seconded

THAT Staff investigate options for establishing a remuneration rate for Council Members attending meetings held by other agencies or organizations outside of meetings held for Village of Pemberton Council business and bring forward as a part of 2018 budget discussions.

CARRIED

Pemberton Fire Rescue Budget:

Moved/Seconded

THAT the Committee of the Whole supports the Fire budget as presented.

CARRIED

Development Services Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Development Services budget as presented.

CARRIED

Public Works:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Public Works budget as presented.

CARRIED

Parks Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Parks budget as presented.

CARRIED

Transit Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Transit budget as presented.

CARRIED

Water Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Water budget as presented.

CARRIED

Sewer Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Sewer budget as presented.

CARRIED

Airport Budget:

Moved/Seconded

THAT the Committee of the Whole supports the 2017 Airport budget as presented.

CARRIED

Tax Rates:

Moved/Seconded

THAT Staff prepare reserve tax rates options for review by the Committee of the Whole on April 11, 2017;

AND THAT the following information be provided:

- Chart showing Tax Rate Estimates at 4%, 6%, and 8%
- Chart showing options for adjusting the multiples between Residential and Commercial classes
- Inclusion of more Commercial properties as samples for comparison
- 5 year Debt Retirement Schedule

CARRIED

2017 Budget Review Schedule:

The Committee passed the following resolution and recommendation to Council:

Moved/Seconded

THAT the Committee of the Whole recommend to Council that the 2017 budget review schedule be revised by holding Budget Session No. 3 on April 11, 2017, introducing the 2017 Tax Rates Bylaw and Five Year Financial Plan Bylaw on May 2, 2017 and holding a Special Council Meeting on Thursday, May 4th at 8:30 a.m. to consider adoption of the Tax Rates and Five Year Financial Plan Bylaws.

CARRIED

Budget Information Session:

A short discussion took place with respect to the format of the Budget Information Session scheduled for March 7th.

Staff advised that the Information Session will take place prior to the start of the Regular Council Meeting and the public will have an opportunity to ask questions.

6. ADJOURNMENT

The Committee of the Whole Meeting was adjourned at 4:57 p.m.

Mike Richman
Mayor

Sheena Fraser
Corporate Officer