

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

Meeting #: 237
 Date: Tuesday, January 31, 2023, 1:00 pm
 Location: Council Chambers
 7400 Prospect Street

COUNCIL: Mayor Mike Richman
 Councillor Ted Craddock
 Councillor Jennie Helmer (electronically)
 Councillor Katrina Nightingale
 Councillor Laura Ramsden

STAFF: Sheena Fraser, Manager of Corporate & Legislative Services
 Elizabeth Tracy, Chief Administrative Officer
 Elena Aranguren, Office Coordinator
 Thomas Sikora, Manager of Finance
 Scott McRae, Manager Development Services
 Tom Csimá, Manager Operations and Projects
 Cam Adams, Fire Chief

MEDIA: 0

PUBLIC: 1

A recording of the meeting was made available to the media and the public.

1. CALL TO ORDER

At 1:05pm Mayor Richman called the January 31, 2023 Committee of Whole meeting to order.

In honour of the Lil'wat7ul, the Village of Pemberton acknowledges that we are meeting within the unceded territory of the Lil'wat Nation

2. ADOPTION OF AGENDA

Moved/Seconded

THAT the Agenda be adopted as presented.

CARRIED

3. INTRODUCTION TO THE 2023 BUDGET

CAO Tracy opened the presentation by acknowledging the work staff has done to prepare the budget presentation. Ms. Tracy noted the Village is taking a new approach by taking a bottoms-up budget development approach. This approach results in building a more accurate budget, enables each department to have more ownership over their budget, allows for a better distribution of resources and alignment with strategic goals and operational priorities. Ms. Tracy also noted this approach will greatly improve accountability and transparency overall.

Thomas Sikora, Manger of Finance, provided an introduction to the 2023 budget process noting that staff have focussed on e three (3) principles for developing this budget specifically service, cost efficiency and accountability.

Mr. Sikora provided reviewed different areas where the revenues, taxes and collections are directed and the current market conditions the Village of Pemberton is experiencing.

Mr. Sikora presented the service objectives for each department and sought councils input and direction with respect to the service levels presented so that feedback can be incorporated into each budget area.

Mr. Sikora advised that review of capital projects identified in the 2022 five (5) Year Plan will be covered at next budget session. Some of the capital projects and highlights which will be incorporated into the Capital Budget include but are not limited to:

- Regional multi-modal transportation hub
- Daycare expansion
- EV Charger infrastructure
- Amenity Building (Soccer Fields Den Duyf Park)
- Aging fire apparatus replacement plan
- Water infrastructure
- Sewer infrastructure

Mr. Sikora also provided an overview of the reserve contributions in 2022 including capital, water, and sewer.

Discussion took place respecting the following Village priorities:

- Importance of using sustainability and reconciliation language
- Supply of parking spaces in Pemberton
- Increasing regional transit services
- Reserve objectives
- Service and maintenance level expectations for the airport

4. RECESS COMMITTEE OF THE WHOLE MEETING

At 2:45pm Council recessed the committee of the whole meeting.

5. RECONVENE COMMITTEE OF THE WHOLE MEETING

At 2:57pm the committee of the whole meeting was reconvened.

At 3:00pm Councillor Helmer left the meeting.

6. ASSET MANAGEMENT PROGRAM PRESENTATION

6.1 YourCity & Paul Murray, Consultant

At 3:08pm Mr. Paul Murray, consultant, joined the meeting electronically.

Mr. Murray presented the asset replacement financial strategy for the Village of Pemberton.

Mr. Murray provided the following broader context of the Village current situation:

- The Village of Pemberton experience is similar experience to other local governments.
- Assets have been built in the past with significant senior levels of government assistance.
- Inflation over lifecycle is significant.
- Gradual phase in of increased investment is the approach taken by many municipalities.

The formula model that YourCity used follows on best practices within BC. The model is divided between asset replacement plan and asset replacement financial strategy. The asset replacement plan included all the compile asset data, risk and level of service and funding demand. All those pieces convened turned into forecasted replacement budget. The asset replacement financial strategy includes affordability, flexibility, and resiliency. These three steps allowed them to determine a financial strategy.

Mr. Murray presented three (3) different scenarios and the key points from the scenarios modeled presented were the following:

- Overall increases range from \$56 - \$78/ year
- Overall HealthScore ranges from 76% to 93%
- Past Life Assets range from 2% up to 10%
- A property tax increase of between 1.7% and 2.4% each year
- No change in water charge each year
- A sewer charge increase of between 1.7% and 2.3% each year

Mr. Murray recommended the following next steps:

- Develop a policy to document chosen approach
- Integrate into existing processes
- Separate assets replacement cost (Capital) from Operating Cost in the budget.
- References to the Asset Management Financial Strategy during the Financial Planning Process
- Implement a Reporting and Measure Framework
- Begin refinement of data

Discussion took place respecting the following:

- Grant applications
- Increase of property taxes
- Increase of cost of living

At 3:55pm Mr. Murray left the meeting.

7. **ADJOURNMENT**

Moved/Seconded

THAT the Committee of Whole meeting be adjourned.

CARRIED

At 4:10pm the Regular Council Meeting was adjourned.

Mike Richman, Mayor

Sheena Fraser, Corporate Officer