



**FINANCE/BUDGET COMMITTEE
MINUTES**

December 6, 2018

10:00 a.m.

**Cariboo Regional District Board Room
Suite D - 180 Third Avenue North
Williams Lake, B.C.**

PRESENT : Chair S. Forseth, Director M. Sjostrom, Director B. Bachmeier, Director A. Delainey, Director J. Sorley, Director A. Richmond, Director M. Wagner, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director W. MacDonald, Director M. Campsall, Director G. Fourchalk, Alternate Director R. Sharpe

ABSENT : Director J. Massier, Director W. Cobb, Director B. Simpson (for a portion of the meeting)

STAFF : J. MacLean, Chief Administrative Officer, S. Reid, Chief Financial Officer, K. Erickson, Manager of Financial Services, A. Johnston, Manager of Corporate Services/Deputy CAO, E. Epp, Manager of Communications, M. Croft, Recording Secretary

1. CALL TO ORDER

1.1 Adoption of Agenda

FB.2018-12-1

Moved by Director Campsall

Seconded by Director Glassford

That the agenda items be adopted as presented.

Carried Unanimously

2. ADOPTION OF MINUTES

2.1 Finance/Budget Committee Minutes - October 19, 2017

FB.2018-12-2

Moved by Director Wagner
Seconded by Director Delaine

That the minutes of the Finance/Budget Committee meeting, held October 19, 2017, be received and adopted.

Carried Unanimously

2.2 Finance/Budget Committee Minutes - November 16, 2017

FB.2018-12-3

Moved by Alternate Director Sharpe
Seconded by Director Campsall

That the minutes of the Finance Budget Committee meeting, held November 16, 2017, be received and adopted.

Carried Unanimously

3. REVIEW OF THE 2019 BUSINESS PLANS

3.1 Protective Services

S. Masun, Manager of Protective Services, was present for consideration of the Protective Services business plans.

3.1.1 13XX - Protective Services - All Electoral Areas (2019)

FB.2018-12-4

Moved by Director Wagner
Seconded by Director Fourchalk

That the Finance/Budget Committee supports the addition of a Fire Services Coordinator role, who will report to the Manager of Protective Services, and will support regional emergency planning coordination, 911 systems maintenance, and overall research and policy review to support the CRD in meeting obligations, reducing potential risks and minimizing pressures at the volunteer level.

Carried Unanimously

FB.2018-12-5

Moved by Director Wagner
Seconded by Director Mernett

That the 2019 Protective Services - All Electoral Areas (13XX) business plan be received.

Carried Unanimously

3.1.2 1319 - Forest Grove Fire Protection (2019)

FB.2018-12-6

Moved by Director Wagner
Seconded by Director Glassford

That the 2019 Forest Grove Fire Protection (1319) business plan be received.

Carried Unanimously

3.1.3 1320 - 100 Mile Fringe Fire Protection (2019)

FB.2018-12-7

Moved by Director Richmond
Seconded by Director Wagner

That the 2019 100 Mile Fringe Fire Protection (1320) business plan be received.

Carried Unanimously

3.1.4 1321 - 108 Mile Fire Protection (2019) and 1324 - Lac La Hache Fire Protection (2019)

FB.2018-12-8

Moved by Director Richmond
Seconded by Director Delainey

That the 2019 108 Mile Fire Protection (1321) and Lac La Hache Fire Protection (1324) business plans be received.

Carried Unanimously

3.1.5 1323 - Bouchie Lake Fire Protection (2019)

FB.2018-12-9

Moved by Director Bachmeier
Seconded by Director Richmond

That the 2019 Bouchie Lake Fire Protection (1323) business plan be received.

Carried Unanimously

3.1.7 1325 - Red Bluff Two Mile Fire Protection (2019)

FB.2018-12-10

Moved by Director Sjostrom
Seconded by Director Glassford

That the 2019 Red Bluff/Two Mile Fire Protection (1325) business plan be received.

Carried Unanimously

3.1.8 1326 - Deka Lake Fire Protection (2019)

FB.2018-12-11

Moved by Director MacDonald
Seconded by Director Glassford

That the 2019 Deka Lake Fire Protection (1326) business plan be received.

Carried Unanimously

3.1.10 1328 - Wells Fire Protection (2019)

FB.2018-12-12

Moved by Alternate Director Sharpe
Seconded by Director Fouchalk

That the 2019 Wells Fire Protection (1328) business plan be received.

Carried Unanimously

3.1.9 1327 - 150 Mile Fire Protection (2019)

FB.2018-12-13

Moved by Director Sorley

Seconded by Director Delainey

That the 150 Mile Fire Protection (1327) business plan be received.

Carried Unanimously

3.1.11 1329 - Lone Butte Fire Protection (2019)

FB.2018-12-14

Moved by Director MacDonald

Seconded by Director Richmond

That the 2019 Lone Butte Fire Protection (1329) business plan be received.

Carried Unanimously

3.1.12 1330 - Barlow Creek Fire Protection (2019)

FB.2018-12-15

Moved by Alternate Director Sharpe

Seconded by Director Sjostrom

That the 2019 Barlow Creek Fire Protection (1330) business plan be received.

Carried Unanimously

3.1.13 Fire Protection/Highway Rescue and Search and Rescue

FB.2018-12-16

Moved by Director Glassford

Seconded by Director Mernett

That the following 2019 business plans be received:

West Fraser Fire Protection (1331)

Miocene Fire Protection (1332)

Ten Mile Fire Protection (1333)

Kersley Fire Protection (1364)

Wildwood Fire Protection (1365)

Interlakes Fire Protection (1367)

Williams Lake Contract Fire Protection (1369)
South Cariboo Highway Rescue (1374)
Central Cariboo Search and Rescue (1375)
CRD Quesnel Highway Rescue (1376)
CRD Quesnel Search and Rescue (1377)
CRD South Cariboo Search and Rescue (1378)
West Chilcotin Search and Rescue (1379)

Carried Unanimously

FB.2018-12-17

Moved by Director Sjostrom
Seconded by Director Kirby

That staff proceed with the capital purchase of a fire truck for each of Kersley, Lone Butte and Forest Grove Fire Departments and determine in 2019 what public assent processes will be utilized.

Carried Unanimously

3.1.26 1380 - 911 Telephone System (2019)

FB.2018-12-18

Moved by Director Sorley
Seconded by Director Glassford

That the 2019 911 Telephone System (1380) business plan be received.

Carried Unanimously

3.1.27 1385 - Emergency Planning (All EAs) (2019)

FB.2018-12-19

Moved by Director Glassford
Seconded by Director Fourchalk

That the 2019 Emergency Planning (All Electoral Areas) (1385) business plan be received.

Carried Unanimously

3.1.28 1390 - Quesnel-Hixon Subdivision Erosion Protection Works Service (2019)

FB.2018-12-20

Moved by Director Bachmeier

Seconded by Director Richmond

That the 2019 Quesnel-Hixon Subdivision Erosion Protection Works Service (1390) business plan be received.

Carried Unanimously

3.2 Sewer

P. Hughes, Manager of Environmental Services, joined the meeting for consideration of the Environmental Services business plans.

3.2.1 2019 Sewer System Business Plans

FB.2018-12-

Moved by Director Richmond

Seconded by Director Mernett

That the following 2019 sewer system business plans be received:

Lac La Hache Sewer (1770)

Pine Valley Sewer (1772)

Wildwood Sewer (1773)

Alexis Creek Sewer (1774)

Red Bluff Sewer (1775)

Carried Unanimously

3.3 Water

3.3.1 2019 Water System Business Plans

FB.2018-12-22

Moved by Director Richmond

Seconded by Director Delainey

That the following 2019 water system business plans be received:

Lac La Hache Water (1880)

Gateway Water (1881)

Forest Grove Water (1882)

Alexis Creek Water (1883)

108 Mile Water (1884)

Central Alexis Creek Water (1885)
Russet Bluff Water (1886)
Benjamin Water (1887)
Canim Lake Water (1888)
Horse Lake Water (1889)
103 Mile Water (1890)
Lexington Water (1891)

Carried Unanimously

FB.2018-12-23

Moved by Director Wagner
Seconded by Director Richmond

That an additional full-time operator for the South Cariboo utility systems be approved.

Carried Unanimously

FB.2018-12-24

Moved by Director Sjostrom
Seconded by Director Wagner

That staff develop a communications policy/strategy to explain all significant budgetary increases.

Carried Unanimously

The meeting recessed at 11:55 p.m.

The meeting reconvened at 12:47 p.m.

PRESENT	Chair S. Forseth, Director M. Sjostrom, Director B. Bachmeier, Director A. Delainey, Director J. Sorley, Director A. Richmond, Director M. Wagner, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director W. MacDonald, Director B. Simpson, Director M. Campsall, Director G. Fourchalk, Alternate Director R. Sharpe
ABSENT	Director J. Massier, Director W. Cobb

STAFF :	J. MacLean, Chief Administrative Officer, S. Reid, Chief Financial Officer, K. Erickson, Manager of Financial Services, A. Johnston, Manager of Corporate Services/Deputy CAO, E. Epp, Manager of Communications, M. Croft, Recording Secretary
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3.4 Environmental Services

3.4.1 1008 - Rural Refuse (2019)

FB.2018-12-25

Moved by Director Richmond
 Seconded by Director Glassford

That the 2019 Rural Refuse (1008) business plan be received.

Carried Unanimously

3.4.2 1009 - Solid Waste Management (2019)

FB.2018-12-26

Moved by Director Mernett
 Seconded by Director Richmond

That the 2019 Solid Waste Management (1009) business plan be received.

Carried Unanimously

3.4.3 1010 - Invasive Plant Management Program (2019)

FB.2018-12-27

Moved by Director Glassford
 Seconded by Director Kirby

That the 2019 Invasive Plant Management Program (1010) business plan be received.

Carried Unanimously

3.4.4 1016 - South Cariboo Solid Waste (2019)

FB.2018-12-28

Moved by Director Richmond
Seconded by Director Glassford

That the 2019 South Cariboo Solid Waste (1016) business plan be received.

Carried Unanimously

3.5 Streetlighting

3.5.1 2019 Streetlighting Business Plans

FB.2018-12-29

Moved by Director Richmond
Seconded by Director Sjostrom

That the following 2019 streetlighting business plans be received:

Horsefly Streetlighting (1430)
Forest Grove Streetlighting (1431)
Lac La Hache Streetlighting (1432)
Lone Butte Streetlighting (1433)
Commodore Streetlighting (1435)
Pine Valley Streetlighting (1436)
Esler Streetlighting (1437)
Shaw Road Streetlighting (1438)
Gun-A-Noot Streetlighting (1439)
Pacific Road Streetlighting (1440)
Kersley Streetlighting (1442)
Hwy 26 Streetlighting (1443)
140 Mile Streetlighting (1444)
Westcoast-Wildwood Streetlighting (1445)
Copper Ridget Streetlighting (1446)

Carried Unanimously

3.6 Contributions/Economic Development

3.6.1 2019 Contributions/Economic Development Business Plans

FB.2018-12-30

Moved by Director Richmond
Seconded by Alternate Director Sharpe

That the following 2019 contributions/economic development business plans be received:

Area D Economic Development (1014)
South Cariboo Economic Development (1017)
Area F Economic Development (1018)
North Cariboo Economic Development (1026)
South Cariboo Transit (1028)
North Cariboo Transit (1029)
Area J Economic Development (1030)
North Cariboo Cemetery (1031)
Area K Economic Development (1032)
South Cariboo Cemetery (1035)
Central Cariboo Cemetery (1036)
Central Cariboo Victim Services (1037)
North Cariboo HandyDart (1038)
Central Cariboo HandyDart (1039)
Central Cariboo Arts and Culture (1665)

Carried Unanimously

3.7 Airports

3.7.1 2019 Airport Business Plans

FB.2018-12-31

Moved by Director Richmond
Seconded by Director Campsall

That the following 2019 airport business plans be received:

Anahim Lake Airport (1111)
Likely and Area Community Services (1112)
South Cariboo Regional Airport (1113)

Carried Unanimously

3.8 Recreation

3.8.1 2019 Recreation Business Plans

FB.2018-12-32

Moved by Director Campsall
Seconded by Director Sjostrom

That the following 2019 Recreation business plans be received:

South Cariboo Recreation (1546)
108 Greenbelt (1548)
Kersley Recreation (1550)
McLeese Lake Recreation Facilities (1552)
Central Cariboo Recreation (1553)

Carried Unanimously

3.8.6 1554 - North Cariboo Recreation and Parks (2019)

FB.2018-12-33

Moved by Director Glassford

Seconded by Director Fouchalk

That the 2019 North Cariboo Recreation and Parks (1554) business plan be received.

Carried Unanimously

3.8.7 2019 Community Halls Business Plans

FB.2018-12-34

Moved by Director Richmond

Seconded by Director Delaine

That the following 2019 community halls business plans be received:

Area H Community Hall and Recreation Facility (1558)

Area L Community Halls (1559)

Alexis Creek Community Hall (1560)

Area F Community Halls (1561)

108 Mile Community Hall (1562)

Carried Unanimously

3.9 Library

3.9.1 1660 - Library (2019)

FB.2018-12-35

Moved by Director Mernett

Seconded by Director Kirby

That the 2019 Library (1660) business plan be received.

Carried Unanimously

3.10 Development Services

3.10.1 1005 - Planning (2019)

FB.2018-12-36

Moved by Director Glassford

Seconded by Director Wagner

That the 2019 Planning (1005) business plan be received.

Carried Unanimously

3.10.2 1006 - Bylaw Enforcement Services (2019)

FB.2018-12-37

Moved by Director Delainey

Seconded by Alternate Director Sharpe

That the 2019 Bylaw Enforcement Services (1006) business plan be received.

Carried Unanimously

3.10.3 1007 - Building Inspection Services (2019)

FB.2018-12-38

Moved by Director Richmond

Seconded by Director Sjostrom

That the 2019 Building Inspection Services (1007) business plan be received.

Carried Unanimously

3.10.4 1670 - Heritage Conservation (2019)

FB.2018-12-39

Moved by Alternate Director Sharpe

Seconded by Director Kirby

That the 2019 Heritage Conservation (1670) business plan be received.

Carried Unanimously

3.11 General and Administration

3.11.1 1001 - Municipal Fiscal Services (2019)

FB.2018-12-40

Moved by Director Mernett

Seconded by Director Delainey

That the 2019 Municipal Fiscal Services (1001) business plan be received.

Carried Unanimously

3.11.2 1002 - Electoral Area Administration (2019)

FB.2018-12-41

Moved by Director Delainey

Seconded by Director Glassford

That the 2019 Electoral Area Administration (1002) business plan be received.

Carried Unanimously

3.11.3 1003 - Administrative Services (2019)

FB.2018-12-42

Moved by Director Delainey

Seconded by Director Glassford

That the 2019 Administrative Services (1003) business plan be received.

Carried Unanimously

3.11.4 1004 - Feasibility Study (2019)

FB.2018-12-43

Moved by Director Mernett

Seconded by Director Fourchalk

That the Feasibility Study (1004) business plan be received.

Carried Unanimously

3.11.5 1011 - Communications (2019)

FB.2018-12-44

Moved by Director Wagner

Seconded by Director Kirby

That the addition of a full-time Communications Officer be included in the 2019 Communications Financial Plan.

Carried Unanimously

FB.2018-12-45

Moved by Director Sorley
Seconded by Director Kirby

That the 2019 Communications (1011) business plan be received.

Carried Unanimously

3.11.6 1019 - Rural Feasibility Study (2019)

FB.2018-12-46

Moved by Director Richmond
Seconded by Director Mernett

That the 2019 Rural Feasibility Study (1019) business plan be received.

Carried Unanimously

3.11.7 1024 - Governance (2019)

FB.2018-12-47

Moved by Director Delainey
Seconded by Director Sjostrom

That the 2019 Governance (1024) business plan be received.

Carried Unanimously

3.11.8 10XX - Areas A - L Administration (All) (2019)

FB.2018-12-48

Moved by Director Fourchalk
Seconded by Director Glassford

That the 2019 Areas A - L Administration (All) (10XX) business plan be received.

Carried Unanimously

3.11.9 12XX - Grants for Assistance (All) (2019)

FB.2018-12-49

Moved by Director Wagner
Seconded by Director Glassford

That the 2019 Grants for Assistance (All) (12XX) business plan be received.

Carried Unanimously

4. REVIEW OF THE 2019 FINANCIAL PLAN

4.1 2019 – 2023 Provisional Five Year Financial Plan Discussion and Review

FB.2018-12-50

Moved by Director Kirby

Seconded by Director Glassford

That the agenda item summary from Scott Reid, Chief Financial Officer, dated November 29, 2018, with attached Provisional 2019 – 2023 Five Year Financial Plan reports, be received.

Carried Unanimously

4.2 Provisional 2019 – 2023 Five Year Financial Plan Summary Reports

FB.2018-12-51

Moved by Director Glassford

Seconded by Director Delainey

That the agenda item summary from Scott Reid, Chief Financial Officer, dated November 29, 2018, with the attached Provisional 2019 – 2023 Five Year Financial Plan Summary Reports, be received.

Carried Unanimously

4.3 2019 – 2023 Provisional Five Year Financial Plan Detail Reports

FB.2018-12-52

Moved by Director Kirby

Seconded by Director Glassford

That the agenda item summary from Scott Reid, Chief Financial Officer, dated November 29, 2018, with attached Provisional 2019 – 2023 Five Year Financial Plan detail reports, be received. Further, that the plan be approved for public consultation, as amended to include the addition of a full-time Communications Officer in the 2019 Communications Financial Plan.

Carried Unanimously

5. **ADJOURNMENT**

FB.2018-12-53

Moved by Director Wagner

Seconded by Director Glassford

That the Finance/Budget Committee meeting be adjourned at 1:54 p.m., December 6, 2018.

Carried Unanimously

Chair

Manager of Corporate Services