



FINANCE/BUDGET COMMITTEE

MINUTES

November 13, 2019

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. Richmond, Director M. Wagner, Director J. Glassford, Director G. Kirby, Director C. Mernett, Director M. Campsall, Director G. Fourchalk, Alternate Director L-A Roodenburg
- ABSENT :** Director J. Massier (for a portion of the meeting), Director A. Delainey, Director M. LeBourdais (for a portion of the meeting), Director W. MacDonald (for a portion of the meeting), Director W. Cobb, Director B. Simpson
- STAFF :** J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, M. Croft, Recording Secretary

1. CALL TO ORDER

1.1 Adoption of Agenda

FB.2019-11-1

Moved by Director Kirby

Seconded by Director Campsall

That the agenda be adopted with the addition of a late discussion item regarding revenue in anticipation bylaws.

Carried Unanimously

2. ADOPTION OF MINUTES

2.1 Finance-Budget Committee Minutes - December 6, 2018

FB.2019-11-2

Moved by Director Wagner

Seconded by Director Sjostrom

That the minutes of the Finance-Budget Committee meeting, held December 6, 2018, be received and adopted.

Carried Unanimously

5. DISCUSSION ITEMS

5.4 Late Item - Revenue in Anticipation Bylaws

Directors LeBourdais, Massier and MacDonald joined the meeting during discussion of this item.

FB.2019-11-3

Moved by Director Wagner

Seconded by Alternate Director Roodenburg

That staff develop a policy and procedure with regard to the Cariboo Regional District working towards self-funded financing with incremental borrowing until that may be accomplished, and bring it back to the Committee.

Carried Unanimously

The meeting recessed at 11:16 a.m.

The meeting reconvened at 11:30 a.m.

PRESENT:	Chair S. Forseth, Director M. Sjostrom, Director B. Bachmeier, Director J. Massier, Director M. LeBourdais, 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 L-A Roodenburg
ABSENT :	Director A. Delainey, Director W. Cobb, Director B. Simpson

STAFF:	J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, M. Croft, Recording Secretary
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4. REVIEW OF THE 2020 FINANCIAL PLAN

4.1 2020 – 2024 Provisional Five Year Financial Plan Discussion and Review

Corporate Vote - Unweighted

FB.2019-11-4

Moved by Director Kirby

Seconded by Director Fourchalk

That the agenda item from Kevin Erickson, Chief Financial Officer, dated November 7, 2019, with attached Provisional 2020 – 2024 Five Year Financial Plan reports, be received.

Carried Unanimously

4.2 2020 – 2024 Provisional Five Year Financial Plan Reports

Corporate Vote - Unweighted

FB.2019-11-5

Moved by Director Fourchalk

Seconded by Director Mernett

That the agenda item summary from Kevin Erickson, Chief Financial Officer, dated November 8, 2019, with attached Provisional 2020 – 2024 Five Year Financial Plan reports, be received.

Carried Unanimously

The meeting recessed for lunch at 12:16 p.m.

The meeting reconvened at 1:00 p.m.

PRESENT:	Chair S. Forseth, Director M. Sjostrom, Director B. Bachmeier, Director J. Massier, Director M. LeBourdais, 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 L-A Roodenburg
ABSENT :	Director A. Delainey, Director W. Cobb, Director B. Simpson
STAFF :	J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, M. Croft, Recording Secretary

5. **DISCUSSION ITEMS**

5.1 **Business Plan Development Process vs. Federal and Provincial Grant Opportunities**

5.2 **Allocation of FCM Attendance Costs**

5.3 **Barlow Creek Budget Over-Run**

The meeting recessed at 2:33 p.m.

The meeting reconvened at 2:44 p.m.

PRESENT:	Chair S. Forseth, Director M. Sjostrom, Director B. Bachmeier, Director J. Massier, Director M. LeBourdais, 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 L-A Roodenburg
ABSENT :	Director A. Delainey, Director W. Cobb, Director B. Simpson
STAFF :	J. MacLean, Chief Administrative Officer, K. Erickson, Chief Financial Officer, A. Johnston, Manager of Corporate Services/Deputy CAO, M. Croft, Recording Secretary

3. REVIEW OF THE 2020 BUSINESS PLANS

3.11 Communications

3.11.1 1011 - Communications (2020)

3.11.1.1 Report on Electoral Area Signs

FB.2019-11-6

Moved by Director Fourchalk

Seconded by Director LeBourdais

That the agenda item summary from Emily Epp, Manager of Communications, dated October 10, 2019, regarding the CRD's electoral area signs, as referred by the Board for consideration of the Finance/Budget Committee, be received.

Carried Unanimously

FB.2019-11-7

Moved by Director Wagner

Seconded by Director LeBourdais

That staff proceed with Option 1, but only replace the electoral area signs that have deteriorated and require replacement right away, rather than replacing all signs to update the CRD logo.

Carried Unanimously

3.11.1.2 Review of CRD Public Engagement Events

FB.2019-11-8

Moved by Director Fourchalk

Seconded by Director Kirby

That the agenda item summary from Emily Epp, Manager of Communications, dated November 5, 2019, regarding a review of CRD public engagement events, be received.

Carried Unanimously

3. REVIEW OF THE 2020 BUSINESS PLANS

3.1 General and Administration

3.1.2 1002 - Electoral Area Administration

FB.2019-11-9

Moved by Director LeBourdais

Seconded by Director Kirby

That a goal be added to the 2020 Electoral Area Administration (1002) business plan to look at realignment of the boundaries between Electoral Areas A and D.

Carried Unanimously

3.1 General and Administration

FB.2019-11-10

Moved by Director Mernett

Seconded by Director Kirby

That the following 2020 business plans be received:

1001 - Municipal Fiscal Services

1002 - Electoral Area Administration

1003 - Administrative Services

1004 - Feasibility Study

1019 - Rural Feasibility Study

1024 - Governance

10XX - Areas A-L Administration

12XX - Grants for Assistance

Carried Unanimously

3. REVIEW OF THE 2020 BUSINESS PLANS

3.2 Community Services - Contributions

3.2.4 1028 - South Cariboo Transit (2020)

FB.2019-11-11

Moved by Director Richmond
Seconded by Director MacDonald

That a goal be added to the 2020 South Cariboo Transit (1028) business plan to have the CRD logo displayed on the transit buses.

Carried Unanimously

3.2 Community Services - Contributions

3.2.5 1029 - North Cariboo Transit (2020)

FB.2019-11-12

Moved by Director Sjostrom
Seconded by Director Massier

That a goal be added to the 2020 North Cariboo Transit (1029) business plan to have the CRD logo displayed on the transit buses.

Carried Unanimously

3.2 Community Services - Contributions

FB.2019-11-13

Moved by Director Massier
Seconded by Director MacDonald

That the following 2020 business plans be received:

1017 - South Cariboo Economic Development

1025 - Central Cariboo Economic Development

1026 - North Cariboo Economic Development

1028 - South Cariboo Transit

1029 - North Cariboo Transit

1031 - North Cariboo Cemetery

1035 - South Cariboo Cemetery

1036 - Central Cariboo Cemetery

1037 - Central Cariboo Victim Services

1038 - North Cariboo HandyDart

1039 - Central Cariboo HandyDart

1665 - Central Cariboo Arts and Culture

Carried Unanimously

3.3 Community Services - Airports

FB.2019-11-14

Moved by Director Fourchalk

Seconded by Director Kirby

That the following 2020 business plans be received:

1111 - Anahim Lake Airport

1112 - Likely and Area Community Services

1113 - South Cariboo Regional Airport

1114 - Quesnel Regional Airport

Carried Unanimously

3.4 Community Services - Recreation/Community Halls

FB.2019-11-15

Moved by Director Wagner

Seconded by Director Mernett

That the following 2020 business plans be received:

1546 - South Cariboo Recreation

1548 - 108 Greenbelt

1550 - Kersley Recreation

1552 - McLeese Lake Recreation Facilities

1554 - North Cariboo Recreation and Parks

1558 - Area H Community Hall and Rec Facility

1559 - Area L Community Halls

1560 - Alexis Creek Community Hall

1561 - Area F Community Halls

1562 -108 Mile Community Hall

Carried Unanimously

3.4.5 1553 - Central Cariboo Recreation (2020)

FB.2019-11-16

Moved by Director Wagner

Seconded by Director Fourchalk

That the 2020 Central Cariboo Recreation (1553) business plan be received.

Carried

Contrary to the motion: Director Forseth

3.5 Development Services

FB.2019-11-17

Moved by Director Bachmeier

Seconded by Director LeBourdais

That the following 2020 business plans be received:

1006 - Bylaw Enforcement Services

1007 - Building Inspection Services

1670 - Heritage Conservation

Carried Unanimously

FB.2019-11-18

Moved by Director Wagner

Seconded by Director Bachmeier

That the 2020 Planning (1005) business plan be received.

Carried

Contrary to the motion: Director Forseth

3.6 Library

FB.2019-11-19

Moved by Director Wagner

Seconded by Director LeBourdais

That the 2020 Library (1660) business plan be received.

Carried Unanimously

3.7 Protective Services

FB.2019-11-20

Moved by Director Fourchalk

Seconded by Director LeBourdais

That the following 2020 business plans be received:

1319 - Forest Grove Fire Protection

1320 - 100 Mile Fringe Fire Protection

1321 - 108 Mile Fire Protection

1323 - Bouchie Lake Fire Protection

1324 - Lac La Hache Fire Protection

1325 - Red Bluff Two Mile Fire Protection

1326 - Deka Lake Fire Protection

1327 - 150 Mile Fire Protection

1328 - Wells Fire Protection

1329 - Lone Butte Fire Protection

1330 - Barlow Creek Fire Protection

1331 - West Fraser Fire Protection

1332 - Miocene Fire Protection

1333 - Ten Mile Fire Protection

1364 - Kersley Fire Protection

1365 - Wildwood Fire Protection

1367 - Interlakes Fire Protection
1369 - Williams Lake Fire Protection
1374 - South Cariboo Highway Rescue
1375 - Central Cariboo Search and Rescue
1376 - CRD Quesnel Highway Rescue
1377 - CRD Quesnel Search and Rescue
1378 - CRD South Cariboo Search and Rescue
1379 - West Chilcotin Search and Rescue
1380 - 911 Telephone Service
1385 - Emergency Planning (All Electoral Areas)
1390 - Quesnel-Hixon Subdivision Erosion Protection Works Service

Carried Unanimously

3.8 Environmental Services - Rural Refuse/Solid Waste/Invasive Plant Management

FB.2019-11-21

Moved by Director Kirby

Seconded by Director Wagner

That the following 2020 business plans be received:

1008 - Rural Refuse
1009 - Solid Waste Management
1010 - Invasive Plant Management Program

Carried Unanimously

3.9 Environmental Services - Streetlighting

FB.2019-11-22

Moved by Director LeBourdais

Seconded by Director Massier

That the following 2020 business plans be received:

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

Carried Unanimously

3. REVIEW OF THE 2020 BUSINESS PLANS

3.10 Environmental Services - Sewer and Water

3.10.8 1882 - Forest Grove Water (2020)

FB.2019-11-24

Moved by Director Wagner

Seconded by Director Sjostrom

That the Forest Grove business plan and budget be reviewed with respect to increasing water rates on an annual basis to offset inflationary impacts, and anticipation of future capital spending requirements.

Carried Unanimously

3.10 Environmental Services - Sewer and Water

FB.2019-11-23

Moved by Director Wagner

Seconded by Director Bachmeier

That the following 2020 business plans be received:

1770 - Lac La Hache Sewer

1772 - Pine Valley Sewer

1773 - Wildwood Sewer

1774 - Alexis Creek Sewer

1775 - Red Bluff Sewer

1880 - Lac La Hache Water

1881 - Gateway Water

1882 - Forest Grove Water

1883 - Alexis Creek Water

1884 - 108 Mile Water

1885 - Central Alexis Creek Water

1886 - Russet Bluff Water

1887 - Benjamin Water

1888 - Canim Lake Water

1889 - Horse Lake Water

1890 - 103 Mile Water

1891 - Lexington Water

Carried Unanimously

6. **ADJOURNMENT**

FB.2019-11-25

Moved by Director Massier

Seconded by Director Mernett

That the Finance/Budget Committee meeting be adjourned at 4:21 p.m., November 13, 2019.

Carried Unanimously

Chair

Manager of Corporate Services