



# City of Port Moody

## Agenda

### Finance Committee

Brovold Room  
Tuesday, January 15, 2019  
Commencing at 4:00pm

1. Call to Order

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2. Adoption of Minutes

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#### Minutes

Pages 3-8

2.1 Recommendation:

**THAT the minutes of the Finance Committee meeting held on Tuesday, January 8, 2019 be adopted.**

3. Unfinished Business

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4. New Business

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#### Draft 2019-2023 Five-Year Financial Plan

Pages 9-20

4.1 Memo: Finance and Technology Department – Financial Services Division, dated January 9, 2019  
File: 05-1700-03-08/2019

**Recommendation:**

**THAT a draft proposed net budget increase of \$\_\_\_\_,\_\_\_\_,\_\_\_\_ (estimated as a tax rate increase of \_\_\_\_%) be used for the Public Budget Consultation on January 29, 2019 as recommended in the memo dated January 9, 2019 from the Finance and Technology Department – Financial Services Division regarding Draft 2019-2023 Five-Year Financial Plan.**

5. Information

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6. Adjournment

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# City of Port Moody

## Minutes

### Finance Committee

Minutes of the Regular Meeting of the Finance Committee held on Tuesday, January 8, 2019 in Brovold Room.

**Present:**

Councillor M.P. Lahti, Chair  
 Mayor R. Vagramov  
 Councillor D.L. Dilworth  
 Councillor A.A. Lubik  
 Councillor H. Madsen (arrived 5:24pm)  
 Councillor S. Milani  
 Councillor P.Z.C. Royer

**In Attendance:**

Tim Savoie – City Manager  
 André Boel – General Manager of Planning and Development  
 Raman Braich – Manager of Information Services  
 Ron Coulson – Fire Chief  
 Lesley Douglas – General Manager of Environment and Parks  
 David Fleugel – Chief Constable, Port Moody Police  
 Tyson Ganske – Manager of Financial Planning  
 Stephen Judd – Manager of Infrastructure Engineering Services  
 Jennifer Lester – Committee Coordinator  
 Jeff Moi – General Manager of Engineering and Operations  
 Angie Parnell – General Manager of Corporate Services  
 Paul Rockwood – General Manager of Finance and Technology  
 Tracey Takahashi – Deputy Corporate Officer  
 Kate Zanon – General Manager of Community Services

**Also In Attendance**

David Fox – Port Moody Police Board Finance Committee

1. Call to Order

Councillor Lahti called the meeting to order at 5:17pm.

2. Adoption of Minutes

**Minutes**

2.1 FC19/001

Moved, seconded, and CARRIED

**THAT the minutes of the Finance Committee meeting held on Tuesday, December 4, 2018 be adopted.**

3. Unfinished Business

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4. New Business

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- Funding Source for 2018 Housing Central Conference** 4.1 Memo: Finance and Technology Department – Financial Services Division, dated December 14, 2018  
File: 01-0530-01

FC19/002

Moved, seconded, and CARRIED

**THAT costs incurred for Council members' attendance at the Housing Central Conference held in Vancouver, BC on November 18-20, 2018 be funded from Council Contingency as recommended in the memo dated December 14, 2018 from the Finance and Technology Department – Financial Services Division regarding Funding Source for 2018 Housing Central Conference.**

- Funding Source for 2018 Port Moody Craft Fair Fee Waiver** 4.2 Memo: Finance and Technology Department – Financial Services Division, dated December 14, 2018  
File: 01-0230-01

FC19/003

Moved, seconded, and CARRIED

**THAT the fee waiver of \$620.35 for rental of the Galleria for the Port Moody Christmas Craft Fair on December 8, 2018 be funded from Council Contingency as recommended in the memo dated December 14, 2018 from the Finance and Technology Department – Financial Services Division regarding Funding Source for 2018 Port Moody Craft Fair Fee Waiver.**

- 2018 Finance Committee Requests** 4.3 Memo: Port Moody Police Board, dated November 30, 2018  
File: 14-7400-01/Vol 02

FC19/004

Moved, seconded, and CARRIED

**THAT the Police Major Crime Reserve be renamed to the Major Incident Reserve;**

**AND THAT the \$121,688.79 balance in the Police Homicide Reserve be transferred to the Major Incident Reserve;**

**AND THAT a cap of \$340,000 be established on the Major Incident Reserve;**

**AND THAT the funding formula for the Major Incident Reserve be adopted as outlined in the memo dated November 30, 2018 from the Port Moody Police Board regarding 2018 Finance Committee Requests.**

**2019 Capital and Operating Project Pre-Approval Follow-Up**

- 4.4 Report: Finance and Technology Department – Financial Services Division, dated December 14, 2018  
File: 05-1700-03-08/2019

Councillor Madsen entered the meeting at this point.

FC19/005

Moved and seconded

**THAT the additional 2019 Capital and Operating Projects be approved as attached to and recommended in the report dated December 14, 2018 from the Finance and Technology Department – Financial Services Division regarding 2019 Capital and Operating Project Pre-Approval Follow-Up.**

Separation of the individual projects was requested. The following votes were recorded:

FC19/005a

Moved, seconded, and CARRIED

**THAT project CCU19008 – Inlet Theatre Stage Refinishing and Drapery Cleaning be approved.**

FC19/005b

Moved, seconded, and DEFEATED

**THAT project CCU19017 – Create Busking Stations – Street Performer’s Program be approved.**

(Voting against: Councillors Dilworth, Lahti, Madsen, and Milani, and Mayor Vagramov)

FC19/005c

Moved, seconded, and DEFEATED

**THAT project CCU19009 – Replacement of Cultural Services Van be approved.**

(Voting against: Councillors Lubik, Madsen, Milani, and Royer, and Mayor Vagramov)

FC19/005d

Moved, seconded, and CARRIED

**THAT project CEN19030 – Bedwell Bay Road Parking Regulation Signage be approved.**

(Voting against: Councillor Milani)

FC19/005e

Moved, seconded, and DEFEATED

**THAT project OEN19031 – Shoreline Shuttle be approved.**

(Voting against: Councillors Dilworth, Madsen, and Milani, and Mayor Vagramov)

FC19/005f

Moved, seconded, and DEFEATED

**THAT project CEN19026 – Public Space Program Review be approved.**

(Voting against: Councillors Lubik, Madsen, Milani, and Royer, and Mayor Vagramov)

FC19/005g

Moved, seconded, and DEFEATED

**THAT project OOP19041 – Outfit City Fleet with GPS Technology be approved.**

(Voting against: Councillors Dilworth, Lahti, Lubik, Madsen, Milani, and Royer, and Mayor Vagramov)

FC19/005h

Moved, seconded, and DEFEATED

**THAT project OPK19061 – Heron Ecosculpture be approved.**

(Voting against: Councillors Dilworth, Lahti, Lubik, Madsen, Milani, and Royer, and Mayor Vagramov)

FC19/005i

Moved, seconded, and CARRIED

**THAT project CIS19024 – ICFH Server Room Air Conditioning be approved.**

FC19/005j

Moved, seconded, and CARRIED

**THAT project OFD19007 – Hazardous Material Operations Plus be approved.**

FC19/005k

Moved, seconded, and DEFEATED

**THAT project CFD19002 – Replace FR017 2008 GMC Sierra Pickup-Car #3 (DFC's Vehicle) be approved.**

(Voting against: Councillors Lubik, Madsen, and Milani, and Mayor Vagramov)

The meeting was recessed at 6:00pm and reconvened at 6:23pm.

**Draft 2019-2023  
Five-Year Financial  
Plan**

- 4.5 Presentation: General Manager of Finance and Technology Report: Finance and Technology Department – Financial Services Division, dated December 20, 2018  
File: 05-1700-01

Staff gave a presentation on the draft 2019-2023 Financial Plan, including information on the budget timeline, budget guidelines, budget drivers, service costs by department, and new service proposals.

FC19/006

Moved, seconded and CARRIED

**THAT any decision on a draft tax increase percentage to present at the Public Budget Consultation be postponed until the next Finance Committee meeting to be held on January 15, 2019.**

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5. Information

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**Contract Awards  
Over \$200,000 –  
October 2018 to  
December 2018**

- 5.1 Memo: Manager of Corporate Purchasing and Risk Management,  
dated December 17, 2018  
File: 03-1220-01

This item was provided for information only.

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6. Adjournment

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Councillor Lahti adjourned the meeting at 7:03pm.

Certified correct in accordance with section 148(a) of the  
*Community Charter*.

\_\_\_\_\_  
T. Takahashi, Deputy Corporate Officer

Confirmed on the \_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Councillor M.P. Lahti, Chair

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# Memorandum

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To:	Finance Committee	File #:	05-1700-03-08/2019
		Date:	January 09, 2019
From:	Finance and Technology Department – Financial Services Division		
<b>Subject:</b>	<b>Draft 2019-2023 Five-Year Financial Plan</b>		

At the January 8, 2019 Finance Committee meeting, the Committee considered the attached report and passed the following resolution requesting further budget deliberations prior to deriving a proposed budgetary and tax rate increase to be presented at the January 30, 2019 Public Budget Consultation:

FC19/006

THAT any decision on a draft tax increase to present at the Public Budget Consultation be postponed until the next Finance Committee meeting to be held on January 15, 2019.

The 2019 draft Financial Plan has been prepared to maintain the same level of service as the 2018 Financial Plan with the exception of the identified proposed new services. As in previous financial plans, the 2019 Five-Year Financial Plan presented some unique challenges as were discussed at the January 8, 2019 meeting.

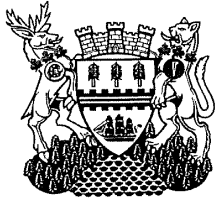
The recommended resolution to obtain committee approval for a draft budgetary and estimated tax rate increase for the Public Budget Consultation is:

**THAT a draft proposed net budget increase of \$\_\_\_\_,\_\_\_\_,\_\_\_\_ (estimated as a tax rate increase of \_\_\_\_%) be used for the Public Budget Consultation on January 29, 2019 as recommended in the memo dated January 9, 2019 from the Finance and Technology Department – Financial Services Division regarding Draft 2019-2023 Five-Year Financial Plan.**

# Considered at January 8, 2019 Finance Committee Meeting

**Council Agenda Information** FINANCE COMMITTEE January 08, 2019

Item 4.5



## City of Port Moody

### Report to Finance Committee

Date: December 20, 2018 File No. 05-1700-01

Submitted by: Finance and Technology Department – Financial Services Division

Subject: Draft 2019-2023 Five-Year Financial Plan

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#### Purpose / Introduction

To introduce the draft 2019-2023 Five-Year Financial Plan, inclusive of proposed new service requests, for deliberation by the Committee. The introduction of the operating plan is the preliminary step in the budget deliberation process to derive a proposed tax increase to be presented at the January 30, 2018 Public Budget Consultation.

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#### Recommended Resolution

**THAT a draft proposed budget increase of \$2,997,500 (estimated as a tax rate increase of 7.36%) be used for the Public Budget Consultation on January 29, 2019 as recommended in the report dated December 20, 2018 from the Finance and Technology Department – Financial Services Division regarding Draft 2019-2023 Five-Year Financial Plan.**

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#### Background

Staff have prepared the draft 2019-2023 Five-Year Financial Plan for the Committee's initial consideration in line with the 2019 Financial Plan Guidelines. As described in the Financial Plan Guidelines, in order to accurately calculate tax rate increases, staff will propose a total dollar increase to the Financial Plan. This can then be estimated as a percentage tax increase.

Due to the nature of the property tax system in British Columbia, using assessed values and Mill Rates, approval of a total dollar increase is the only accurate way to ensure the City collects the funds required to balance the budget.

Through the Financial Plan Guidelines, Council provided direction to City staff to submit a maximum operating budget for the years 2019-2023 of a \$606,000 operating tax increase, and \$207,400 for the Port Moody Police. It was a challenge for many departments to meet their individual target allocations. In order to maintain 2018 service levels, City departments and the Port Moody Library have submitted a 2018 operating budget that would result in a budget increase of \$589,000, which is estimated to be a 1.45% tax increase.

The Port Moody Police Board presented their 2018 budget submission at the November 27, 2018 Regular Council meeting. Since then, Finance staff have updated their submission with revised growth figures that were not available at the time of their submission.

# Considered at January 8, 2019 Finance Committee Meeting

FC - Agenda - 2019 01 08

Item 4.5

**Report/Recommendation to Finance Committee**

Draft 2019-2023 Five-Year Financial Plan

December 20, 2018

The Port Moody Police Board's 2019 budget submission is an increase of \$313,000 which would result in an estimated 0.77% tax increase.

Combined, the operating increase to the 2019 budget is \$902,000 which is estimated to be a 2.22% tax increase and just over the 2019 guideline of 2.0%.

The draft 2019-2023 Five-Year Financial Plan includes a proposed \$407,000 or a 1.00% tax increase for the Asset Renewal Levy. This results in an estimated operating budget increase of \$1,309,000 or 3.22%.

The draft 2019-2023 Five-Year Financial Plan includes an additional increase of \$567,000, or 1.39% related to services approved in 2018 with temporary funding sources and the balance of half year positions approved as part of the 2018-2022 Five-Year Financial Plan that now require a full year of funding.

The draft 2019-2023 Five-Year Financial Plan includes the new Provincial Employer Health Tax (EHT). This new provincial tax goes into effect in 2019 and is estimated to cost the City \$611,000 in 2019. This new provincial payroll tax is calculated as 1.95% of the City's payroll expense. Additionally, due to the removal of a tax-free allowance in the *Federal Tax Act* related to Municipal Officers, an increase of \$50,000 is required to prevent the net (take home) pay of Mayor and Council from falling. The combined impact of these imposed increases from senior levels of government is \$661,000 or 1.62%.

Staff are proposing \$460,500 in new services to the base operating budget, which equates to an additional estimated 1.13% tax increase.

The total cumulative increase to the 2019 budget is \$2,997,500 or an estimated tax increase of 7.36%. A summary of these can be found in **Attachment 1**.

## Discussion

The 2019 draft Financial Plan has been prepared to maintain the same level of service as the 2018 Financial Plan with the exception of the identified proposed new services (**Attachment 2**). As in previous financial plans, the 2019 Five-Year Financial Plan presented some unique challenges.

### Operating Financial Plan

**Attachment 1** provides a high level summary of the proposed increases to the 2019 Operating budget and the estimated corresponding tax rate increase.

2019 growth is shown in **Attachment 1** as \$375,000 for the City. The balance of the estimated growth is embedded within the Police figure as the Port Moody Police receive an annual allocation of the City's overall growth. The overall growth is estimated to be \$500,000 in 2019 with 25% allocated to the Police.

# Considered at January 8, 2019 Finance Committee Meeting

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Item 4.5

**Report/Recommendation to Finance Committee**

Draft 2019-2023 Five-Year Financial Plan

December 20, 2018

Revenues are budgeted to increase by nearly \$1.3 million. This is primarily due to increase in how the City budgets for Development related revenues and is generally offset with reserve transfers that fund development related positions and work within the City.

Salaries are a significant driver of the operating increase representing a \$940,000 (2.31%) increase for the City. This is largely due to negotiated contract settlements between the City and CUPE (2%), and the City and IAFF (2.5%).

Operating expenses, which include contracted and professional services, equipment, fuel, and utilities have increased by \$409,000 (1.00%). This includes a recovery from the Port Moody Police of \$211,000 related to Facility maintenance of the Public Safety Building. Additionally, the City will recover an additional \$109,000 from the Utilities in 2019 for the work completed as part of the General Fund budget.

Changes to reserve transfers (net transfers into reserves) have increased by \$1,016,000 (2.5%). This is offset with budgeted increases to revenue discussed above.

The total net operating increase for the City is \$589,000 (1.45%).

The Port Moody Police Board submitted a net operating budget increase of \$313,000 (0.77%). Drivers of their budget submission included the negotiated agreements with the Port Moody Police Union (2.5%) and CUPE (2.0%). The difference between the current budget figures and the figures from the November 27, 2018 Budget presentation is due to the use of revised growth figures.

Asset Renewal Levy

Included in the draft 2019 Five-Year Financial Plan is a 1% tax increase of the capital asset levy, which equates to a \$407,000 transfer to the Asset Reserve. These funds will be used for the replacement and upgrading of existing City infrastructure.

Prior Year Approved New Services

Prior year new services is for the provision of services approved in 2017 and 2018 that had temporary (reserve) funding sources, or the second half of new positions that were only funded for half of the year. These services are being built into the base 2019 operating budget and will be funded through taxation. The complete list of items can be found in **Attachment 2**.

Imposed Increases from Senior Levels of Government

The draft 2019-2023 Five-Year Financial Plan includes the new Provincial Employer Health Tax (EHT). This new provincial tax goes into effect in 2019 and is estimated to cost the City \$611,000 in 2019. This new provincial payroll tax is calculated as 1.95% of the City's payroll expense. Additionally, due to the removal of a tax-free allowance in the *Federal Tax Act* related to Municipal Officers, an increase of \$50,000 is required to prevent the net (take home) pay of Mayor and Council from falling. The combined impact of these imposed increases from senior levels of government is \$661,000 or 1.62%.

# Considered at January 8, 2019 Finance Committee Meeting

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Item 4.5

**Report/Recommendation to Finance Committee**

Draft 2019-2023 Five-Year Financial Plan

December 20, 2018

New Services

Port Moody staff have proposed new services in 2019 that total \$460,500, which equates to a 1.13% tax increase. A complete list of new services can be found in **Attachment 2**. A summary list of staffing changes can be found in **Attachment 3**; all items in this list are included as proposed new services.

The total increase as part of the draft 2019 Five-Year Financial Plan, including net operating increases, the proposed Port Moody Police budget, the Asset Renewal Levy, prior years approved services, imposed increases from senior levels of government, and the staff proposed new services is \$2,997,500 which is estimated to be a 7.36% tax increase (**Attachment 1**).

A 7.36 % 2019 tax increase would result in an estimated increase of \$170 for the average residential property in Port Moody (based on a preliminary 2019 assessed value of \$1,006,000, and an estimated levy of \$2.4401 per \$1,000 of assessed value).

Capital Financial Plan

The 2019 portion of the Five-Year Financial Plan Capital Budget totals \$28,163,000 million (**Attachment 4**). All five years of the Plan total over \$75,800,000 million in projects. Of the \$28,163,000 for 2019, \$5,200,000 has been approved as part of the Utility Budgets (Solid Waste, Sewer, Drainage, and Water), and \$11,400,000 in projects were submitted for pre-approval in December.

Funding for the proposed projects comes from multiple City reserves and other external funding sources. Most City reserves are balanced as required for the Five-Year Financial Plan, although some have opening balance deficits which limit funding for future year projects. The list of 2019 projects is diverse and includes project submissions for the following items:

- community events;
- equipment replacement;
- upgrades and repairs to civic buildings;
- redevelopment of the Inlet Centre Field;
- upgrades to street lighting;
- traffic safety initiatives;
- various studies and master plans;
- park enhancements; and
- sewer, water, drainage, and solid waste projects which have been approved by Council as part of the Utility budgets.

## Other Options

The proposed budget and corresponding tax rate increase could be reduced, but would result in service level impacts across multiple departments.

# Considered at January 8, 2019 Finance Committee Meeting

FC - Agenda - 2019 01 08

Item 4.5

## **Report/Recommendation to Finance Committee**

Draft 2019-2023 Five-Year Financial Plan

December 20, 2018

Additionally, Council, staff, or Port Moody Police Board new service requests (**Attachment 3**) could be removed from further consideration or deliberations as part of the 2019 Five-Year Financial Plan.

## **Financial Implications**

The financial implications are discussed above.

## **Communications / Civic Engagement**

The City's Financial Plan and associated documentation will be posted on the City website. Additional financial plan information will be made available to the public at the January 29, 2019 public budget consultation process (Committee of the Whole meeting).

## **Council Strategic Plan Objectives**

Council's Strategic Plan Objective of Service Excellence is achieved through extensions in corporate financial sustainability, which is attainable through proper financial planning using an open and transparent process that includes community feedback on proposed financial plans and service levels.

## **Attachments:**

1. Draft 2019 Financial Plan Executive Summary.
2. Draft 2019 Financial Plan New Services.
3. Draft 2019 Financial Plan Summary Staffing Changes.
4. Draft 2019 Financial Plan Capital Summary.

# Considered at January 8, 2019 Finance Committee Meeting


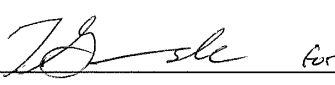

FC - Agenda - 2019 01 08

Item 4.5

**Report/Recommendation to Finance Committee**

Draft 2019-2023 Five-Year Financial Plan

December 20, 2018

<b>Prepared by:</b>	<b>Reviewed by:</b>
 _____ Tyson Ganske, CPA, CGA Manager of Financial Planning	 _____ Paul Rockwood, CPA, CGA, CRM General Manager of Finance and Technology
<b>Reviewed for Form and Content / Approved for Submission to Finance Committee:</b>	
<b>City Manager's Comments</b>   _____ Tim Savoie, MCIP, RPP City Manager	

# Considered at January 8, 2019 Finance Committee Meeting

FC - Agenda - 2019 01 08

 Item 4.5  
 Attachment 1

Item	Amount (\$)	Tax (%)	Comment
2019 Growth (new construction)	-375,000	-0.92%	New Construction
Revenue Changes	-1,292,000	-3.17%	Development, Permits, Sale of Services
Salaries and Wages	940,000	2.31%	2% CUPE, 2.5% IAFF, 2.5% Police
Operating Expenses	409,000	1.00%	Equipment, Contracted Services, Hydro, Professional Services
Utility Shift	-109,000	-0.27%	Year 5 of 5 year phase in
Reserve Changes	1,016,000	2.50%	Development Process Reserve
<b>Sub Total - City</b>	<b>589,000</b>	<b>1.45%</b>	
Police	313,000	0.77%	Submitted by the Port Moody Police Board - Adjusted for growth
<b>Sub Total - Operations</b>	<b>902,000</b>	<b>2.22%</b>	<b>Budget Guidelines mandates 2.00%</b>
Asset Renewal Levy	407,000	1.00%	As per the Budget Guidelines
Prior Year Approved New Services	567,000	1.39%	Items approved as part of 2018 Financial Plan
Imposed increases from Senior Government	661,000	1.62%	Employer health tax, tax free Council allowance
<b>Sub Total</b>	<b>2,537,000</b>	<b>6.23%</b>	<b>Budget Guidelines mandates 4.00%</b>
Proposed New Services	460,500	1.13%	Subject to Council Review and Approval - See attached list
<b>Grand Total (2019)</b>	<b>2,997,500</b>	<b>7.36%</b>	



# Considered at January 8, 2019 Finance Committee Meeting

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Item 4.5  
Attachment 2

Port Moody Proposed New Services:		Division	Amount (\$)	Tax (%)
1	Software Maintenance - Recruitment Software	Human Resources	15,000	0.04%
2	New Position: Additional Auxiliary Hours	Facilities	100,000	0.25%
3	New Position: Assistant Manager of Recreation (1/2 Position)	Recreation	45,000	0.11%
4	New Position: Administrative Support	Policy Planning	32,000	0.08%
5	Development Process Reserve Funding	Offset	-32,000	-0.08%
6	New Position: Additional Auxiliary Hours	Dev Planning	114,000	0.28%
7	Development Process Reserve Funding	Offset	-114,000	-0.28%
8	Engineering Vehicle	Engineering	14,000	0.03%
9	Capital/Project Funding	Offset	-14,000	-0.03%
10	New Position: Roads and Drainage Eng Tech	Operations	92,000	0.23%
11	Software Maintenance - Vehicle GPS	Operations	20,000	0.05%
12	Hazardous tree removal/mitigation	Parks	16,000	0.04%
13	Hazardous materials program - equipment replacements	Fire Rescue	5,000	0.01%
14	New Position: Payroll Advisor (0.6 FTE)	Finance	51,000	0.13%
15	Cloud DR Backup	Information Services	110,000	0.27%
16	Patch Management	Information Services	6,500	0.02%
			<b>460,500</b>	<b>1.13%</b>
Prior Year Approved New Services:		Division	Amount (\$)	Tax (%)
1	New Position - Librarian (remaining 1/2 position)	Library	41,900	0.10%
2	New Position - Comms. Assist. (remaining 1/2 position)	Communications	22,900	0.06%
3	New Position - Port Moody Police Member	PMPD	125,282	0.31%
4	Economic Development Office	City Manager	120,000	0.29%
5	Festival and Special Events	Cultural Services	63,250	0.16%
6	Canada Day Celebration	Cultural Services	41,000	0.10%
7	Port Moody Heritage Society	Cultural Services	105,000	0.26%
8	Agenda Management - Annual Licence & Support	Legislative Services	18,000	0.04%
9	Port Moody Arts Centre Agreement	Cultural Services	30,000	0.07%
			<b>567,332</b>	<b>1.39%</b>
Imposed increases from Senior levels of Government		Division	Amount (\$)	Tax (%)
1	Employer Health Tax	Fiscal Services	611,400	1.50%
2	Elected Officials Remuneration	Mayor and Council	50,000	0.12%
			<b>661,400</b>	<b>1.63%</b>
<b>GRAND TOTAL</b>			<b>1,689,232</b>	<b>4.15%</b>

# Considered at January 8, 2019 Finance Committee Meeting

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Item 4.5  
Attachment 3

<b>2019 Base Staffing Changes</b>				
	<b>Amount (\$)</b>	<b>FTE</b>	<b>Offset</b>	
<b>Facilities</b>				
Auxiliary hrs - BSW	100,000	1.75	Taxation	
<b>Recreation</b>				
Assistant Manager of Recreation (1/2 year)	45,000	0.50	Taxation	
<b>Policy Planning</b>				
Planning and Development Services Assistant	32,000	0.40	Reserve	
<b>Development Planning</b>				
Auxiliary Planner	114,000	1.00	Reserve	
<b>Operations</b>				
Roads and Drainage Technician	92,000	1.00	Taxation	
<b>Finance</b>				
Payroll Advisor	51,000	0.60	Taxation	
<b>Total</b>	<b>434,000</b>	<b>5.25</b>		

# Considered at January 8, 2019 Finance Committee Meeting

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Item 4.5  
Attachment 4

## Project Summary 2019 - 2023

Department / Division	Budget 2019	Plan 2020	Plan 2021	Plan 2022	Plan 2023
<b>Planning &amp; Development</b>					
Building, Bylaw & Licensing					
Policy Planning	50,000				
Development Planning					
<b>Total Planning &amp; Development</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Community Services</b>					
Comm Serv Admin					
Cultural Services	204,800	118,340	118,200	72,550	49,411
Facilities	2,071,400	1,180,000	710,000	1,425,000	1,425,000
Recreation	30,823	210,000		40,000	
<b>Total Community Services</b>	<b>2,307,023</b>	<b>1,508,340</b>	<b>828,200</b>	<b>1,537,550</b>	<b>1,474,411</b>
<b>City Administration</b>					
City Manager	150,000	125,000	125,000	125,000	125,000
Mayor & Council					
<b>Total City Administration</b>	<b>150,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>
<b>Corporate Services</b>					
Communications and Engagement	36,000	41,000	36,000	41,000	
Corporate Services Admin					
Human Resources	30,000				
Legislative Services					
<b>Total Corporate Services</b>	<b>66,000</b>	<b>41,000</b>	<b>36,000</b>	<b>41,000</b>	<b>0</b>
<b>Engineering &amp; Operations</b>					
Engineering	3,815,000	2,120,000	5,920,000	2,495,000	2,370,000
MRN					
Operations	814,200	600,200	650,500	112,500	82,800
<b>Total Engineering &amp; Operations</b>	<b>4,629,200</b>	<b>2,720,200</b>	<b>6,570,500</b>	<b>2,607,500</b>	<b>2,452,800</b>
<b>Environment &amp; Parks</b>					
Environmental Services	87,000	57,000	57,000	47,000	
Parks	11,880,180	691,200	1,021,400	785,500	132,000
<b>Total Environment &amp; Parks</b>	<b>11,967,180</b>	<b>748,200</b>	<b>1,078,400</b>	<b>832,500</b>	<b>132,000</b>
<b>Fire Rescue</b>					
Fire Rescue	2,707,550	100,600	47,800	7,500	
<b>Total Fire Rescue</b>	<b>2,707,550</b>	<b>100,600</b>	<b>47,800</b>	<b>7,500</b>	<b>0</b>
<b>Finance &amp; Technology</b>					
Finance	40,000				
Information Services	323,000	160,000	143,000	20,000	28,000
<b>Total Finance &amp; Technology</b>	<b>363,000</b>	<b>160,000</b>	<b>143,000</b>	<b>20,000</b>	<b>28,000</b>
<b>Library</b>					
Library					
<b>Total Library</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Police</b>					
Police	734,000	387,300	140,240	303,700	151,300

# Considered at January 8, 2019 Finance Committee Meeting

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Item 4.5  
Attachment 4

Department / Division	Budget	Plan	Plan	Plan	Plan
	2019	2020	2021	2022	2023
<b>Total Police</b>	<b>734,000</b>	<b>387,300</b>	<b>140,240</b>	<b>303,700</b>	<b>151,300</b>
<b>Solid Waste</b>					
Solid Waste	300,500	628,700	123,563	126,689	129,881
<b>Total Solid Waste</b>	<b>300,500</b>	<b>628,700</b>	<b>123,563</b>	<b>126,689</b>	<b>129,881</b>
<b>Sewer &amp; Drainage</b>					
Sanitary Sewer	2,515,500	4,930,500	5,725,500	3,050,500	3,400,500
Drainage					
<b>Total Sewer &amp; Drainage</b>	<b>2,515,500</b>	<b>4,930,500</b>	<b>5,725,500</b>	<b>3,050,500</b>	<b>3,400,500</b>
<b>Water</b>					
Water	2,373,500	623,500	1,698,500	1,798,500	838,500
<b>Total Water</b>	<b>2,373,500</b>	<b>623,500</b>	<b>1,698,500</b>	<b>1,798,500</b>	<b>838,500</b>
<b>Grand Total</b>	<b>28,163,453</b>	<b>11,973,340</b>	<b>16,516,703</b>	<b>10,450,439</b>	<b>8,732,392</b>