

**SPECIAL CITY COUNCIL WORKSHOP****MINUTES****Monday, October 4, 2021****Council Chamber****City Hall****PRESENT:**

Mayor Jonathan Cote  
Councillor Chinu Das  
Councillor Patrick Johnstone  
Councillor Jamie McEvoy  
Councillor Nadine Nakagawa  
Councillor Chuck Puchmayr  
Councillor Mary Trentadue\*

**STAFF PRESENT:**

Ms. Lisa Spitale	Chief Administrative Officer
Ms. Jacque Killawee	City Clerk
Ms. Emilie Adin	Director of Development Services
Mr. Mike Anderson	Acting Manager of Transportation
Mr. Ronald Au	Senior Financial Services Analyst
Mr. Todd Ayotte	Manager, Community Arts and Theatre
Mr. Gabe Belliveau	Superintendent, Streets and Towing
Ms. Parissa Bhullar	Manager, Collection Services
Mr. Curtis Bremner	Deputy Chief, New Westminster Fire and Rescue Services
Ms. Susan Buss	Deputy Chief Librarian
Mr. Jorge Cardenas	Chief Librarian
Mr. Rod Carle	General Manager, Electrical Utility
Ms. Renee Chadwick	Acting Senior Manager, Recreation Facilities and Programs
Mr. Alvin Chok	Chief Information Officer
Ms. Jacqueline Dairon	New Westminster Police Department
Mr. James Doan	Manager, Parks Operations and Services
Mr. Gordon Duggan	Executive Director, New Media Gallery
Mr. Roger Emanuels	Manager, Design and Construction, Engineering Services
Mr. Richard Fong	Director of Human Resources

Mr. Dean Gibson	Director of Parks and Recreation
Ms. Diane Heal	Manager, Conference Services, Anvil Centre
Ms. Heidi Hughes	Manager, Conference Sales and Marketing, Anvil Centre
Mr. Dave Jansen	Chief Constable, New Westminster Police Department
Mr. Indeeep Johal	Financial Analyst
Ms. Lisa LeBlanc	Director of Engineering Services
Ms. Alice Leung	Financial Analyst
Ms. Lorraine Lyle	Senior Manager, Financial Services
Mr. Craig MacFarlane	Manager of Legal Services
Ms. Vali Marling	General Manager, Anvil Centre
Ms. Erika Mashig	Manager, Parks and Open Space Planning, Design and Construction
Ms. Tobi May	Manager, Civic Buildings and Properties
Mr. Joseph Pook	Financial Analyst
Ms. Lynn Roxburgh	Acting Supervisor of Land Use Planning and Climate Action
Mr. Patrick Shannon	Manager, Purchasing
Mr. Gary So	Senior Financial Services Analyst
Mr. John Stark	Supervisor of Community Planning
Mr. Kevin Thorpe	Superintendent, Fleet Services
Ms. Serena Trachta	Manager, Inspections
Ms. Denise Tambellini	Manager, Intergovernmental and Community Relations
Ms. Jackie Teed	Senior Manager, Development Services
Ms. Harji Varn	Chief Financial Officer and Director of Finance
Mr. Eugene Wat	Manager, Infrastructure Planning, Engineering Services
Ms. Nicole Ludwig	Assistant City Clerk

\* Denotes electronic attendance.

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## 1. **CALL TO ORDER**

The meeting was called to order at 12:00 p.m.

## 2. **PRESENTATIONS**

### 2.1 **Budget 2022: Proposed 2022 Capital Budget & Funding Strategy**

#### a. **Presentation**

Lisa Spitale, Chief Administrative Officer, introduced the plan for the Capital Budget and Funding Strategy, including an overview of the process.

Harji Varn, Director of Finance and Chief Financial Officer, provided a presentation on the proposed 2022 Capital Budget and Funding Strategy, which included details on the proposed capital budget providing a fulsome picture of the budget, and requested Council feedback prior to the November 1, 2021, Operating Budget Workshop and the November 15, 2021, Draft 2022 Capital and Operating Budget and 5 Year Financial Plan workshop.

The following staff presented accomplishments and proposals for 2022-2027 on the City's Strategic Priorities and core services as indicated:

- Jackie Teed, Senior Manager of Development Services – Affordable Housing and Child Care;
- Lisa LeBlanc, Director of Engineering Services – Sustainable Transportation
- Rob McCullough, Manager of Museums and Heritage Services – Reconciliation, Inclusion and Engagement;
- Tobi May, Manager, Civic Buildings and Facilities – Facilities, Infrastructure and Public Realm;
- Emilie Adin, Director of Climate Action, Planning and Development – Environment and Climate
- Richard Fong, Director of Human Resources – Organizational Effectiveness;
- Blair Fryer, Manager of Communications and Economic Development - Culture and Economic Development
- Dean Gibson, Director of Parks and Recreation – Core Services

Lynn Roxburgh, Acting Supervisor of Land Use Planning and Climate Action, provided a presentation on the alignment of the capital plan with, and progress on the 7 Bold Steps for climate action.

Ms. Varn concluded the presentation with a summary of the 2022 proposed capital budget.

In response to Council questions, Ms. Varn and other staff provided the following information:

- The insurance funds for Pier Park were brought into the capital budget;
- The sewer separation project is being funded through utilities as grants were unsuccessful;

- The road safety improvement budget for Salter Street is in the core services part of the budget, with an aim to make walking safer until sidewalks can be built;
- The budget for affordable housing will allow for new projects to be added over the planned six years of the budget;
- The plan for the public toilet downtown will take eight to 16 months, however a temporary solution should be installed in the next couple of months;
- Charging costs for electric vehicles (EV) were introduced in January of this year;
- In the short term, staff are investigating installing single and/or double EV charging facilities at city locations;
- Some contracts are contingent on grant funding and staff have been leveraging procurement strategies to mitigate;
- The Public Realm items in the 7 Bold Steps are not just about road reallocation, but are also about how spaces can be made more accessible; and,
- A people-centred public realm allows residents and businesses to live and thrive in place, in part by reducing the burden on the transportation network; this requires putting businesses and residential areas in places people want to use them.

**Procedural Note:** The meeting recessed at 1:52 p.m. and reconvened at 2:01 p.m.

In discussion, Council members noted:

- The City has improved on presentation of budget information;
- It may be useful to explain why some projects are in some categories (e.g. – the tigger play structure in the public realm category);
- Consideration of building up other reserves (e.g. the Affordable Housing Reserve) within the tolerance of taxpayers, along with options for revenue generation.
- Generally supportive of where the process and plan is so far, especially with the clarity of information supplied;
- The City should not think about getting anywhere near the permissible level of debt under the Municipal Finance Authority (MFA); and,
- Supply shortages are affecting the fleet program and any impacts on the capital program will need to be included.

Ms. Spitale advised that staff would provide information requested in upcoming reports, including:

- Out of school care in Queensborough;
- More information on debt levels, borrowing strategies, and comparison to other municipalities;
- Replenishing reserves over time and how to increase other reserves, especially the Affordable Housing Reserve, and revenue generation ideas;
- Information around the 7 Bold Steps will be made more explicit.

Ms. Spitale requested Council members send any additional questions and requests to the Senior Management Team (SMT).

3. **END OF THE MEETING**

The meeting ended at 2:17 pm.

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Jonathan Cote  
MAYOR

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Jacque Killawee  
CITY CLERK