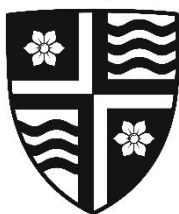


Township of
Langley



Est. 1873

SPECIAL MEETING OF COUNCIL

Wednesday, September 22, 2021 at 9:10am
Fraser River Presentation Theatre
4th Floor, 20338 – 65 Avenue, Langley, BC

MINUTES

Clerk's Note: The meeting was conducted with Council members and staff attending in person and electronically as per Ministerial Order 192/2020.

PRESENT: Mayor J. Froese

Councillors: S. Ferguson, M. Kunst, B. Long, B. Whitmarsh, and E. Woodward

M. Bakken, R. Seifi, S. Ruff, and J. Winslade

W. Bauer, S. Little, and K. Stepto

Guest:

Dr. G. McIntosh

A. ADOPTION AND RECEIPT OF AGENDA ITEMS

1. Special Council Meeting – September 22, 2021

Moved by Councillor Ferguson,
Seconded by Councillor Woodward,
That Council adopt the agenda and receive the agenda items of the
Special Council Meeting held September 22, 2021.
CARRIED

B. ITEMS FOR DISCUSSION

1. Council Priorities and Budget Process

Dr. Gordon McIntosh led an informal Council discussion on Council Strategic Priorities and 2022 Budget Guidance.

GUIDING PRINCIPLES (from July session):

Assumptions::

- Average MPI Inflation – 5%
- New Growth Rate – 1.38%
- Government Funding – None/Concert Hall

B. ITEMS FOR DISCUSSION

- 2021 Council additions
- COVID – recreation impact uncertain
- Capital – contributions to
- Labour Cost Increases - pending

Principles:

- Use of surplus
- Use of reserves
- User pay
- Carry Forwards

BUDGET OVERVIEW**Objective:**

- To gain Council guidance to identify areas of focus for the 2022 budget that Council would like staff to review for adjustments.

Known or Probable Conditions:

- Council motion limiting the property tax increase to 3%;
- CPI for August in BC was reported as 3.5% increase over August 2020, MPI general calculated at 2% higher;
- No COVID grants anticipated;
- 2021 surplus anticipated to be negligible or negative and \$392,000 (tree protection) amount of the 2021 surplus has previously been allocated; and
- Annualization of \$720,000 from 2021.

MEETING RECESSED

The meeting recessed at 9:58am.

MEETING RECONVENED

The meeting reconvened at 10:11am.

Councillor Kunst entered the meeting at 10:14am.

REVENUE CONSIDERATIONS:**Sale of Services:**

- Lower revenue – reduce services/and or facility closures
- Advocate for grants
- Full cost recovery

Information Derived from Council:

- Maintain services levels where possible
- Advocate for grants
- Confirm true cost recovery

B. ITEMS FOR DISCUSSION

Rental and Leases:

- Stay competitive in the marketplace – contract renewals

Information Derived from Council:

- Confirm contract renewals are competitive

Permit and Licence Fees:

- Increase fees 3% or inflation rate
- Full cost recovery

Information Derived from Council:

- Potential for a slight increase in fees (for example the inflation rate)
- Pursue true cost recovery

Development Revenue:

- No change

Information Derived from Council:

- Pursue true cost recovery

Transfer from own funds (reserves):

- Use of reserves

Information Derived from Council:

- Potential use of surplus if possible

Other Revenue:

- True cost recovery

Information Derived from Council:

- Pursue true cost recovery

Investment Income:

- No change

Debt Repayment, Contributions, and Internal Recoveries

- No change

Special Levies and Grants

- Advocacy for COVID grant
- CARF Program
- UBCM, Recreation, Metro Vancouver, LGLMA
- RCMP

Information Derived from Council:

- Advocate for further COVID grants
- Advocate for the replacement of the Climate Action Reserve Fund
- Advocate for grants from UBCM, LGLMA, Metro Vancouver

B. ITEMS FOR DISCUSSION

- Advocate for grants due to the recent RCMP wage settlement for retroactive portion

Service Cost Recoveries and Sharing

- True cost recovery

Information Derived from Council:

- Pursue true cost recovery

External Unidentified Revenue

- Placeholder for unforeseen revenue

MEETING RECESSED

The meeting recessed at 10:58am.

MEETING RECONVENED

The meeting reconvened at 11:05am.

EXPENDITURE CONSIDERATIONS:

Contributions to Capital

- Project status – defer or terminate
- Debt options
- Prioritize projects for 2022
- Correlate with carry forwards
- Approve capital sooner
- Vehicle replacement validation
- Climate change

Information Derived from Council:

- Review project by project for status with the potential to defer
- Review project by project for status for potential debt options
- Review project by project to prioritize 2022 projects
- Correlate with carry forwards from 2021
- Approve capital earlier to reduce costs

Transfer to Own Funds and Reserves

- Temporary reduction (2022)

Information Derived from Council:

- Temporary reduction of transfers for one (1) year
- Perform and overall review of reserve funds
- Is there a need to continue reserve reduction beyond 2020

Community Grants

- No change
- Community Grant review –amount
- Review pre-COVID and COVID actuals

B. ITEMS FOR DISCUSSION

Information Derived from Council:

- Review of Community Grant amounts (not program)
- Review pre-COVID and COVID actuals

Special Contracts – RCMP

- Retro impact
- Confirm previous strategy (include new Superintendent)

Information Derived from Council:

- Confirm previous strategies with the new Superintendent

Service and Maintenance Contracts

- Review \$500,000 in road paving
- Review road patching methods/technologies

Information Derived from Council:

- Review road pavement maintenance
- Investigate new road patching technology

Salaries, Wages, and Benefits

- Rationale for new positions (Business case)
- Timing of new hires

Information Derived from Council:

- Rational / Business case for all new positions
- Incorporate timing of new positions, including part time, full time, contract and start date

Consulting and Professional Services

- No change

Equipment and Vehicle Rental

- No change

Materials and Supplies

- No change

Debt Principal and Interest

- Examine debt restructuring

Information Derived from Council:

- Examine debt restructuring

Communication and Technology

- No change

Other Supplies and Expenses (including Wage Expenses)

- Includes wage expenses - review labels

B. ITEMS FOR DISCUSSION**Utility User Fees**

- Continuation of energy conservation

Information Derived from Council:

- Continued consideration to energy conservation

Fuel

- Continue to look at ways to reduce fuel costs

Information Derived from Council:

- Continued electrification of fleet

Insurance

- No change

Regional Charges/Recoveries

- No change

Internal Charges and Recoveries

- No change

External Unidentified

- No change

MEETING RECESSED

The meeting recessed at 12:25pm.

MEETING RECONVENED

The meeting reconvened at 1:00pm.

Discussion ensued and the following comments/suggestions were provided:

- Glad to be able to start these budget discussions earlier.
- How do we get the budget down to a 3% increase?
- This is a Council budget.
- How can we reduce our Capital expenditures? Staff will come up with suggestions and narrow down the options.

C. OTHER BUSINESS**D. TERMINATE**

Moved by Councillor Ferguson,
Seconded by Councillor Long,
That the meeting terminate at 1:17pm.
CARRIED

September 22, 2021

Special Meeting for Priority Planning for Budget Purposes Minutes

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CERTIFIED CORRECT:

Mayor

Township Clerk