

THE CORPORATION OF THE CITY OF VERNON

**MINUTES OF A SPECIAL REGULAR OPEN MEETING OF COUNCIL  
HELD THURSDAY, JUNE 20, 2019**

---

**Lakers Club House  
7000 Cummins Road**

---

PRESENT: Mayor V. Cumming

Councillors: K. Gares, K. Fehr, A. Mund (12:55 pm)  
S. Anderson (12:07 pm), B. Quiring, (D. Nahal, absent)

Staff: W. Pearce, Chief Administrative Officer  
P. Bridal, Deputy CAO, Director, Corporate Services  
S. Blakely, Manager, Legislative Services  
D. Law, Director, Finance  
K. Flick, Director, Community Infrastructure & Development  
S. Koenig, Director, Operations  
D. Ross, Director, Recreation Services  
A. Stuart, Manager, Financial Planning & Reporting  
P. McLuckie, Manager, Human Resources  
D. Lind, Fire Chief  
Supt. S. Baher, OIC RCMP, Vernon Detachment  
S/Sgt Blake Macleod, RCMP, Vernon Detachment  
M. Dowhaniuk, Manager, Infrastructure Management  
A. Watson, Manager, Transportation  
R. Manjak, Director, Human Resources

Other: Members of the Public

**CALL TO ORDER**

Mayor Cumming called the meeting to order at 12:04 pm

**AGENDA**

Moved by Councillor Quiring , seconded by Councillor Fehr:

THAT the Agenda for the June 20, 2019, Special Regular meeting  
be adopted as presented.

**CARRIED.**

**GENERAL MATTERS:**

*Councillor Anderson entered the meeting at 12:07 pm*

**INTRODUCTION**

Will Pearce, CAO, provided Council with an overview of the day,  
noting the following:

- Review of 2019 Council Deliverables
- Each Director will speak regarding issues and items relating to their specific areas in 2019 and going in to 2020
- Presentation on Public Engagement
- Review of 2020 Strategic Plan Priorities

- Review of Budget Projections for 2020
- Any Additions/Deletions from Council
- Resolution for overall target in 2020
- Resolution regarding Infrastructure Program

This will provide a framework for Staff to develop the 2020 Budget for Council review.

Mayor Cumming provided a welcome to the meeting.

## **COUNCIL 2016 – 2019 STRATEGIC PLAN**

Kim Flick, Director, Community Infrastructure and Development Services (CIDS), provided Council with an overview of the Updated Strategic Plan 2016 - 2019 and noted the following:

- Walked through the 2019 Action Plan (as distributed)
- Reviewed history as to how the Action Plan was created and has evolved to date
- Format changed for tracking, for easier reference
- Reviewed item by item

*Councillor Mund entered the meeting at 12:55 pm.*

## **SENIOR MANAGEMENT TEAM DIRECTORS PROVIDED A BRIEF OVERVIEW OF THEIR RESPECTIVE DIVISIONS**

### Corporate Services

- Bylaw Compliance, Information Services, Legislative Services, Real Estate & Municipal Support to RCMP
  - 80 Block Watch Neighbourhoods
  - Volunteers doing speed watch and parking lot patrol
  - Reviewed initiatives in downtown core
  - Will look for more staffing in 2020 for expanded Bylaw Compliance hours to seven days per week
  - Information Services restructured with new manager in place – created new position to address serious issue of cyber security
  - Two Grant workers currently employed through summer to scan permanent records into secure Laserfiche system – using grant funding to avoid impact on budget
  - Real Estate workload being addressed 'creatively' at this point but will ask for consideration toward Land Agent position in 2020
  - Communications – new staff member starting soon
  - Recent training took place in order to expand online information availability

**RECESS**

Mayor Cumming recessed the meeting at 1:06 pm

**RECALL**

Mayor Cumming recalled the meeting to order at 1:13 pm

**Fire Rescue, Fire Prevention, Emergency Programming**

- Review of 2019 Fire Services Budget
- 5 New Firefighters (reduced costs), 4 replacing vacated dispatch positions
- Implementation of the new Pilot Program
- Consistency of services improved
- Improved ability to handle multiple calls, Okanagan Landing Fire Hall staffed more regularly
- Call volumes up 71 calls over last year – fire calls doubled
- Multiple training events for Emergency Program planned
- Reviewed 2020 considerations

**Human Resources**

- Continues to focus on 'building culture'
- 71 competitions with 63 hires
- Internal opportunities offered - reviewed
- Coaching program being developed
- Health & Safety – reviewing internal survey to launch 'Activate Mental Wellness' Program
- 68 employees attended workshop to develop values and culture
- Currently bargaining with CUPE, hope to complete end of year
- IAFF bargaining next
- Looking to address impending retirement of skilled workers
- 667 Employees in all classifications – 167 are currently at retirement age (almost 25% and growing)
- Need to attract and retain workers

**Operations**

- Reviewed projects
  - Streamlined procurement processes
  - Facility Upgrades
  - Fleet purchases / electric cars where they can be utilized
  - WRC / Spray Irrigation, detailed report coming forward at July 8 meeting
  - Completion of Septic Receiving Station targeted for August 1
  - High rate anaerobic treatment design is out for proposals
  - Completion of Kin Race Track site rehab during summer 2019
  - Portland Loos – looking at equivalent product
  - Chemical dosing system – RFP closed this week
  - Municipal Waste Water registration – working on

- Boilers at City Hall – looking at replacement
- BC Hydro Energy program – working to find ways to create efficiencies
- Airport improvements reviewed
- Targeting odour control on Eastside and Tronson Roads
- Addressing creek bed loads
- Challenges:
  - Contractors completing required work
  - Downtown Vernon Association - garbage pickup times
  - Level of MacKay reservoir (high)
- 2020 Proposed Projects
  - Led streetlight conversions
  - Biomass pilot project
  - Upgrades to Operations building
  - Implementation of Cemetery Master Plan projects

#### RCMP

- To fill 56 active member positions - needs 66 Members
- Will not be requesting additional Members in 2020 – would like to see how current number allotment works
- Downtown Patrol fully staffed with two members
- Starting new program to have addiction counselling on patrol with Downtown Patrol
- Reviewed shift works
- Will use all of budget, but Council won't see request for increases as in 2019
- 71 - 72 complaints per shift – takes away from proactive work
- Looking at recent Court ruling for Indigenous Persons and implications – creating huge demand on Members
- Continuing with 'meet and greets' at coffee shops – changing hours to access all areas of community
- Noted complaints brought forward to Council but nothing reported to RCMP – need to be advised so statistics gathered and officers can address

#### Recreation Services

- Reviewed 2019 Strategic Plan activities and 2020 Initiatives
  - RFP for a feasibility study to construct a new 'Active Living Centre'
  - Development of Marketing Plan for Rec Services
  - Increase in staff maybe required to meet goals
- Challenges:
  - Cost of natural gas (on contract)
  - Unexpected air handling unit in lap pool required repairs
  - Change in recommended ratio for lifeguards

- CPI limits ability to maintain service levels
- Need to increase staff and management
- Survey indicated willingness to pay more taxes for increased services
- Rec Services requires \$450,000 to address all issues
- Spoke with partners (Coldstream, Electoral Areas) regarding impending increases

#### Finance

- Supports all other Divisions
- Budget survey results will be reviewed today
- 2020
  - Informational videos for frequently asked questions to be created
  - Many moving toward online registration for homeowner grants
  - People slowly moving toward online service provision
  - Electronic Funds Transfer (EFT) – currently 2/3 get EFT payments, 1/3 still receiving cheques
  - Exploring Property Tax bills sent via emails
  - Utility Bills – requirement to check our properties for contaminants
  - Posting new position will happen soon

#### Mark Dowhaniuk, Manager, Infrastructure Development

- Provided update on 2019 Capital Projects
  - Vacant positions being filled
  - 29/30<sup>th</sup> Street Project tender ready
  - 48<sup>th</sup> Avenue work proceeding now
  - 15<sup>th</sup> Avenue work out to tender now
  - Polson Park – currently selecting consultant to work over next two years and this will be priority
  - Long Acre sewer expansion – getting ready for Alternate Approval process
  - Asset Management work being done
  - Grant received for flood plan management / mapping
- 2020
  - 35<sup>th</sup> Avenue (RCMP to Rec Centre) project including discussions with Ministry of Transportation
  - Pleasant Valley Road 48<sup>th</sup> Avenue to BX Creek
  - New force main for Okanagan Landing, Tronson Rd to Water Reclamation Centre
  - Network screening analysis

**RECESS**

Mayor Cumming recessed the meeting at 2:24 pm

**RECALL**

Mayor Cumming recalled the meeting to order at 2:31 pm

**2019 BUDGET  
CONSULTATION**

Debra Law, Director, Financial Services, and Aaron Stuart, Manager, Financial Planning & Reporting, provided an update on current status of the 2019 Budget and results of Public Engagement.

*\*Councillor Gares entered the meeting at 2:35 pm*

Aaron Stuart, Manager, Financial Planning & Reporting, provided a review of the Budget Survey results:

- Overview of survey stats since 2017
- Evolution of survey process - reviewed
  - Service Levels provided for more meaningful understanding and results
- 'Comments' process/analysis - reviewed
- 'Comments' results - reviewed
- Suggest remove requirement to register email as believes this would increase participation

Moved by Councillor Anderson, seconded by Councillor Fehr:

THAT Council receive the progress report on Council's Strategic Plan 2019 - 2022, as presented in the report titled Progress Report on Council's Strategic Plan 2019 and dated June 17, 2019 and respectfully submitted by the Director, Community Infrastructure and Development;

AND FURTHER, that Council receives the verbal budget reports provided by the Division Directors;

AND FURTHER, that Council receive the results of Public Engagement as provided by the Manager, Financial Planning & Reporting, all as presented at the June 20, 2019 Special Regular meeting.

**CARRIED.**

Moved by Councillor Quiring, seconded by Councillor Anderson :

THAT Council direct Administration to continue the Infrastructure Renewal Program at the yearly incremental commitment of 1.9% and direct Administration to budget for expenditure of new revenues in the 2020 Capital Budget for Council consideration.

**CARRIED.**

Debra Law, Director, Financial Services, provided projections for 2020 budget.

- 2019 Year to Date results reviewed
- Operating Revenues as of May 31, 2019 reviewed
- Operating Expenses as of May 31, 2019 reviewed
- Labour costs are at approximately 40% of total operating budget
- 2020 Anticipated Budget reviewed
- 2020 Estimated Net Operating Increase reviewed
  - Estimated salary increases (under Collective Agreements)
  - Non Salary cost estimates reviewed (essentially tracking CPI)
- 2.38% increase needed for 2020
- Anticipated Change Requests initiated by Council, to date, reviewed
- Budget Summary Reviewed – 5.85% not including the 1.9% Infrastructure Tax
- Updated Reserve Account Summary reviewed

Moved by Councillor Quiring, seconded by Councillor Gares :

THAT Council receive the summary of the 2019 Budget as provided by the Director, Finance at the June 20, 2019 Special Regular meeting.

**CARRIED.**

**OPEN DISCUSSION –  
2020 PROGRAM AND  
SERVICE PRIORTIES**

Will Pearce, CAO facilitated an open discussion of Council on the 2020 program and service priorities within the 2019 – 2022 Council Strategic Plan.

- This meeting was to give Council overall picture of the current Operations
- This is not a budget meeting, but seeking Council direction to maintain existing services and to build a budget based on 2% revenue increase
- All other items would be considered as service level adjustments

Moved by Councillor Quiring, seconded by Councillor Fehr :

THAT Council direct Administration to submit a 2020 Operating Budget to be within a **2% revenue increase** to maintain current levels of service.

**CARRIED.**

**GATHERING OF STATISTICS**

The Mayor noted that the budget survey results should not be considered formal 'data' due to the small number of responses, and inquired as to whether Council would be interested in obtaining formal statistics in this regard. This item may be brought forward at a later date for further consideration.

**COUNCIL PRIORITIES**

Council participated in an exercise to determine Council order of priorities for 2020 work plans. A written report will be provided to Council at the July 29 Council meeting as to the results of this exercise.

The Director, Community Infrastructure and Development briefly reviewed the results of the exercise. It was noted that it appears the results are very similar to the January 2019 Council survey.

**CLOSE OF MEETING**

Mayor Cumming closed the Special Regular open meeting at 3:50 pm

**CERTIFIED CORRECT:**



Victor Cumming  
Mayor



---

Patti Bridal  
Corporate Officer