

**METRO VANCOUVER REGIONAL DISTRICT
ELECTORAL AREA COMMITTEE**

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Electoral Area Committee held at 9:09 a.m. on Wednesday, October 3, 2018 in the 28th Floor Committee Room, 4730 Kingsway, Burnaby, British Columbia.

MEMBERS PRESENT:

Chair, Director Maria Harris, Electoral Area A
Vice Chair, Mayor Karl Buhr, Lions Bay
Mayor Mike Clay, Port Moody
Mayor Ralph Drew, Belcarra
Mayor Michael Smith, West Vancouver

MEMBERS ABSENT:

Councillor Tom Gill, Surrey
Councillor Kerry Jang, Vancouver
Councillor Mae Reid, Coquitlam

STAFF PRESENT:

Marcin Pachcinski, Electoral Area and Environment Division Manager, Parks, Planning, and Environment
Carol Mason, Chief Administrative Officer
Janis Knaupp, Legislative Services Coordinator, Board and Information Services

1. ADOPTION OF THE AGENDA

1.1 October 3, 2018 Regular Meeting Agenda

It was MOVED and SECONDED

That the Electoral Area Committee:

- a) amend the agenda for its regular meeting scheduled for October 3, 2018 by:
 - i. adding on-table Item 5.5 Electoral Area Election, Projects and Initiatives Reserve Fund Bylaw No. 1275, 2018;
 - ii. varying the order of the agenda to consider on-table Item 5.5 prior to Item 5.1; and
- b) adopt the agenda as amended.

CARRIED

2. ADOPTION OF THE MINUTES

2.1 July 4, 2018 Regular Meeting Minutes

It was MOVED and SECONDED

That the Electoral Area Committee adopt the minutes of its regular meeting held July 4, 2018 as circulated.

CARRIED

3. DELEGATIONS

No items presented.

4. INVITED PRESENTATIONS

No items presented.

5. REPORTS FROM COMMITTEE OR STAFF

Agenda Varied

Pursuant to Item 1.1, the order of the agenda was varied to consider Item 5.5 at this point.

5.5 Electoral Area Election, Projects and Initiatives Reserve Fund Bylaw No. 1275, 2018

On-table report dated September 28, 2018 from the MVRD Board, together with report dated September 10, 2018 from Phil Trozduk, Chief Financial Officer, presented to the Finance and Intergovernment Committee, seeking MVRD Board adoption of a Reserve Fund Bylaw for Electoral Areas election expenses. This matter was referred to the Committee by the MVRD Board at its meeting of September 28, 2018 for further consideration.

On-table material was distributed to members and is retained with the October 3, 2018 Electoral Area Committee agenda.

It was MOVED and SECONDED

That the MVRD Board:

- a) give first, second and third reading to *Electoral Area Election, Projects and Initiatives Reserve Fund Bylaw No. 1275, 2018* being a bylaw to govern the Electoral Area Election Reserve as a Statutory Reserve; and
- b) pass and finally adopt *Electoral Area Election, Projects and Initiatives Reserve Fund Bylaw No. 1275, 2018*.

CARRIED

Agenda Order Resumed

The order of the agenda resumed with Item 5.1 being before the Committee.

5.1 2019 - 2023 Financial Plan – Electoral Area A Service

Report dated September 19, 2018 from Marcin Pachcinski, Electoral Area and Environment Division Manager, Parks, Planning, and Environment, presenting the 2019 - 2023 Financial Plan for the Electoral Area A Service.

Members were provided with a presentation on the 2019-2023 Financial Plan for Electoral Area A Service highlighting 2019 revenues, expenditures, budget highlights, key actions, and financial summary.

In response to questions, members were informed about reserve funds and preliminary staff efforts to explore scope for geotechnical project needs.

Members suggested that consideration be given to exploring possible uses of discretionary reserve funds.

The Committee considered the 2018 election surplus funds no longer required due to the Electoral Area Director being acclaimed. Members discussed the tax requisition over the long-term and reallocating surplus funds to the 2022 election.

Presentation material titled “2019-2023 Financial Plan – Metro Vancouver Regional District – Electoral Area A” is retained with the October 3, 2018 Electoral Area Committee agenda.

It was MOVED and SECONDED

That the Electoral Area Committee:

- a) recommend a \$30,000 contribution to reserve for the 2022 election be removed from the 2019 budget based on there being no election in 2018;
- b) direct staff to use any surplus funds from the 2018 election budget towards 2022 election costs;
- c) endorse the 2019 - 2023 Financial Plan as presented in the report “2019 - 2023 Financial Plan – Electoral Area A Service” dated September 19, 2018, and as amended in parts a) and b) above; and
- d) forward it to the Board Budget Workshop on October 17, 2018 for consideration.

CARRIED

5.2 Electoral Area A Bylaw Enforcement Policy

Report dated September 12, 2018 from Marcin Pachcinski, Division Manager, Electoral Area and Environment, Parks, Planning, and Environment, seeking MVRD Board approval of Metro Vancouver’s *Electoral Area A Bylaw Enforcement Policy* (Policy) which will guide staff undertaking bylaw enforcement investigations and determine under what circumstances investigations should commence. The Policy will apply to the Electoral Area A, excluding University of British Columbia lands, University Endowment Lands, and First Nation reserve lands.

Members discussed updating Electoral Area A residents about ticketing and bylaw enforcement as part of engagement activities associated with the review of the zoning and building bylaws.

Request of Staff

Staff was requested to include in the November Electoral Area A Bulletin, information for residents on the *Electoral Area A Bylaw Enforcement Policy*.

It was MOVED and SECONDED

That the MVRD Board approve the *Electoral Area A Bylaw Enforcement Policy* as presented in the report dated September 12, 2018, titled "Electoral Area A Bylaw Enforcement Policy".

CARRIED

5.3 Review of the MVRD Board's Potable Water Policy for Electoral Area A

Report dated September 12, 2018 from Marcin Pachcinski, Division Manager, Electoral Area and Environment, Parks, Planning, and Environment, seeking MVRD Board approval of the revised *Electoral Area A Potable Water Policy*.

Member discussed updating residents about changes to the *Electoral Area A Potable Water Policy*.

Request of Staff

Staff was requested to add to the November Electoral Area Bulletin information about the revised *Potable Water Policy for Electoral Area A*.

It was MOVED and SECONDED

That the MVRD Board approve the *Electoral Area A Potable Water Policy* as presented in the report dated September 12, 2018, titled "Review of the MVRD Board's *Potable Water Policy for Electoral Area A*".

CARRIED

5.4 Manager's Report

Report dated September 12, 2018 from Marcin Pachcinski, Electoral Area and Environment Division Manager, Parks, Planning, and Environment, updating the Electoral Area Committee on retail cannabis, Barnston Island Agricultural Plan, emergency management plan and the Metro Vancouver Electoral Area A website.

In response to questions, members were updated on the status of discussions with the Province on Barnston Island ferry access improvements, and Metro Vancouver's role related to potential policy development related to cannabis on lands within the University of BC and University Endowment Lands.

Members were updated on revisions made to the Electoral Area A (EAA) webpage on the Metro Vancouver website highlighting the addition of emergency management twitter feeds and community-specific links to assist residents.

It was MOVED and SECONDED

That the Electoral Area Committee receive for information the Manager's Report dated September 12, 2018.

CARRIED

5.5 Electoral Area Election, Projects and Initiatives Reserve Fund Bylaw No. 1275, 2018

This item was previously considered.

6. INFORMATION ITEMS

No items presented.

7. OTHER BUSINESS

No items presented.

8. BUSINESS ARISING FROM DELEGATIONS

No items presented.

9. RESOLUTION TO CLOSE MEETING

No items presented.

10. ADJOURNMENT/CONCLUSION

It was MOVED and SECONDED

That the Electoral Area Committee conclude its regular meeting of October 3, 2018.

CARRIED

(Time: 10:13 a.m.)

Janis Knaupp,
Legislative Services Coordinator

Maria Harris, Chair