

**METRO VANCOUVER REGIONAL DISTRICT  
ELECTORAL AREA COMMITTEE**

**MEETING**

**Friday, October 6, 2023**

**1:00 pm**

**Meeting conducted electronically/in-person pursuant to the Procedure Bylaw  
28<sup>th</sup> Floor Committee room, 4515 Central Boulevard, Burnaby, British Columbia**

**Webstream available at <http://www.metrovancover.org>**

**A G E N D A<sup>1</sup>**

**1. ADOPTION OF THE AGENDA**

**1.1 October 6, 2023 Meeting Agenda**

That the Electoral Area Committee adopt the agenda for its meeting scheduled for October 6, 2023 as circulated.

**2. ADOPTION OF THE MINUTES**

**2.1 May 10, 2023 Meeting Minutes**

That the Electoral Area Committee adopt the minutes of its meeting held May 10, 2023 as circulated.

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**3. DELEGATIONS**

**4. INVITED PRESENTATIONS**

**5. REPORTS FROM COMMITTEE OR STAFF**

**5.1 2024 – 2028 Financial Plan Overview**

*Verbal Update*

Designated Speakers: Jerry W. Dobrovolsky, Commissioner/Chief Administrative Officer and Harji Varn, Chief Finance Officer/General Manager, Financial Services

**5.2 2024 – 2028 Financial Plan – Electoral Area**

That the Electoral Area Committee endorse the 2024 - 2028 Financial Plan for the Electoral Area Service as presented in the report dated September 25, 2023, titled "2024 - 2028 Financial Plan – Electoral Area", and forward it to the Board Budget Workshop on October 20, 2023 for consideration.

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<sup>1</sup> Note: Recommendation is shown under each item, where applicable.

**5.3 Electoral Area A – 2023 Emergency Management Initiatives**

pg. 24

*Verbal Update*

Designated Speaker: Brant Arnold-Smith, Program Manager, Security and Emergency Preparedness, Corporate Safety

**5.4 Manager's Report – Electoral Area**

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That the Electoral Area Committee receive for information the report dated September 14, 2023, titled "Manager's Report – Electoral Area".

**6. INFORMATION ITEMS**

**7. OTHER BUSINESS**

**8. BUSINESS ARISING FROM DELEGATIONS**

**9. RESOLUTION TO CLOSE MEETING**

*Note: The Committee must state by resolution the basis under section 90 of the Community Charter on which the meeting is being closed. If a member wishes to add an item, the basis must be included below.*

That the Electoral Area Committee close its meeting scheduled for October 6, 2023 pursuant to section 226 (1) (a) of the *Local Government Act* and the *Community Charter* provisions as follows:

90 (1) A part of a council meeting may be closed to the public if the subject matter being considered relates to or is one or more of the following:

- (g) litigation or potential litigation affecting the municipality;
- (i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and

(2) A part of a council meeting must be closed to the public if the subject matter being considered relates to one or more of the following:

- (b) the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party;

**10. ADJOURNMENT/CONCLUSION**

That the Electoral Area Committee adjourn/conclude its meeting of October 6, 2023.

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Membership:

McCutcheon, Jen (C) – Electoral Area A  
Ross, Jamie (VC) – Belcarra  
Berry, Ken – Lions Bay  
Bose, Mike – Surrey

Ferguson, Steve – Langley Township  
Leonard, Andrew – Bowen Island  
Meiszner, Peter – Vancouver

**METRO VANCOUVER REGIONAL DISTRICT  
ELECTORAL AREA COMMITTEE**

Minutes of the Regular Meeting of the Metro Vancouver Regional District (MVRD) Electoral Area Committee held at 1:02 pm on Wednesday, May 10, 2023 in the 28<sup>th</sup> Floor Committee Room, 4515 Central Boulevard, Burnaby British Columbia.

**MEMBERS PRESENT:**

Chair, Director Jen McCutcheon, Electoral Area A  
Vice Chair, Mayor Jamie Ross\*, Belcarra  
Councillor Mike Bose, Surrey  
Councillor Steve Ferguson, Langley Township  
Mayor Andrew Leonard, Bowen Island  
Councillor Peter Meiszner\*, Vancouver

**MEMBERS ABSENT:**

Mayor Ken Berry, Lions Bay

**STAFF PRESENT:**

Heather McNell, Deputy Chief Administrative Officer, Policy and Planning  
Marcin Pachcinski, Division Manager, Electoral Area and Implementation Services, Regional Planning and Housing  
Rapinder Khaira, Legislative Services Coordinator, Board and Information Services

**1. ADOPTION OF THE AGENDA**

**1.1 May 10, 2023 Meeting Agenda**

**It was MOVED and SECONDED**

That the Electoral Area Committee:

- a) amend the agenda for its regular meeting scheduled for May 10, 2023 by considering Item 4.1 after Item 5.1; and
- b) adopt the agenda as amended.

**CARRIED**

**2. ADOPTION OF THE MINUTES**

**2.1 January 11, 2023 Meeting Minutes**

**It was MOVED and SECONDED**

That the Electoral Area Committee adopt the minutes of its meeting held January 11, 2023 as circulated.

**CARRIED**

\*denotes electronic meeting participation as authorized by section 3.6.2 of the *Procedure Bylaw*

**3. DELEGATIONS**

No items presented.

**4. INVITED PRESENTATIONS**

**Agenda Varied**

Pursuant to Item 1.1, the order of the agenda was varied to consider Item 4.1 after Item 5.1 of the agenda.

**5. REPORTS FROM COMMITTEE OR STAFF**

**5.1 Barnston Island Dike Improvements – Provincial Grant**

Report dated May 2, 2023, from Marcin Pachcinski, Division Manager, Electoral Area and Implementation Services, Regional Planning and Housing Services, seeking MVRD Board direction to use a provincial grant, in the amount of \$5.25 million, to improve the Barnston Island dike.

**Main Motion**

**It was MOVED and SECONDED**

That the MVRD Board endorse the use of the \$5.25 million-dollar provincial grant to make improvements to the Barnston Island dike, as outlined in the report dated May 2, 2023, titled “Barnston Island Dike Improvements – Provincial Grant”.

The Committee considered amending the motion to clarify that the grant does not change the status of the dike’s jurisdiction.

**Amendment to the Main Motion**

**It was MOVED and SECONDED**

That the Electoral Area Committee amend the Main Motion by adding the phrase “and affirm that the acceptance of the grant does not change the status of the dike’s jurisdiction,” after the phrase “improvements to the Barnston Island dike,”.

**CARRIED**

**Question on the Main Motion as amended**

The question was then called on the Main Motion as amended and it was

**CARRIED**

The Main Motion now reads as follows:

*“That the MVRD Board endorse the use of the \$5.25 million-dollar provincial grant to make improvements to the Barnston Island dike, and affirm that the acceptance of the grant does not change the status of the dike’s jurisdiction, as outlined in the report dated May 2, 2023, titled “Barnston Island Dike Improvements – Provincial Grant”.”*

## **Agenda Varied**

Pursuant to Item 1.1, Item 4.1 was considered at this point.

### **4.1 Kris Holm, Principal Geoscientist, BGC Engineering**

Kris Holm, Principal Geoscientist, BGC Engineering, provided an update on the Electoral Area A Geohazard Mapping Project highlighting the Steep Creek Geohazard Assessment and impacts of climate change.

Presentation material titled “Phase 2 – Steep Creek Hazard and Climate Change Impact” is retained with the May 10, 2023 Electoral Area Committee agenda.

## **Agenda Order Resumed**

The order of the agenda resumed with Item 5.2 being before the Committee.

### **5.2 University Endowment Lands Governance Study – Final Report**

Report dated April 21, 2023, from Marcin Pachcinski, Division Manager, Electoral Area and Implementation Services, Regional Planning and Housing Services, seeking MVRD Board endorsement of the letter to the Provincial Minister responsible for the University Endowment Lands.

#### **It was MOVED and SECONDED**

That the MVRD Board write a letter to the Minister of Municipal Affairs advising that it concurs with the report dated April 21, 2023, titled “University Endowment Lands Governance Study – Final Report” that the provincial and regional district scenarios are not the best-fit, long-term sustainable governance models for the future of the University Endowment Lands.

**CARRIED**

### **5.3 Manager’s Report – Electoral Area**

Report dated April 21, 2023, from Marcin Pachcinski, Division Manager, Electoral Area and Implementation Services, Regional Planning and Housing Services, providing the Electoral Area Committee with an update on the Electoral Area Committee 2023 Work Plan and Howe Sound Community Forum of April 2023.

#### **It was MOVED and SECONDED**

That the Electoral Area Committee receive for information the report dated April 21, 2023, titled “Manager’s Report – Electoral Area”.

**CARRIED**

## **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 meeting of May 10, 2023.

**CARRIED**

(Time: 1:57 pm)

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Rapinder Khaira,  
Legislative Services Coordinator

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Jen McCutcheon,  
Chair

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To: Electoral Area Committee

From: Marcin Pachcinski, Division Manager, Electoral Area and Implementation Services  
Regional Planning and Housing Services

Date: September 25, 2023 Meeting Date: October 6, 2023

Subject: **2024 - 2028 Financial Plan – Electoral Area**

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### RECOMMENDATION

That the Electoral Area Committee endorse the 2024 - 2028 Financial Plan for the Electoral Area Service as presented in the report dated September 25, 2023, titled “2024 - 2028 Financial Plan – Electoral Area”, and forward it to the Board Budget Workshop on October 20, 2023 for consideration.

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### EXECUTIVE SUMMARY

The 2024 - 2028 Metro Vancouver Financial Plan has been prepared following direction received at the April 19, 2023 Metro Vancouver Board Budget Workshop. The direction followed the recommendations of the Financial Plan Task Force, which included the following household impact targets: 12.0% for 2024, 11.0% for 2025, 5.0% for 2026 and 5.0% for 2027 as well as direction to move Liquid Waste Development Cost Charges (DCCs) and Water DCCs to a 1% assist factor and implement a new Regional Parks DCC and move it to a 1% assist factor over the financial plan. This has resulted in a plan that maintains the goals and objectives of Metro Vancouver while minimizing the impact on ratepayers through realistic evaluation of the capital program and focussing on the development of growth revenue.

Metro Vancouver has met the household impact targets that were recommended by the Financial Plan Task Force and adopted at the April 19, 2023 Board Budget Workshop. This has resulted in an overall consolidated household impact for 2024 to be 12.0%, down from the 14.2% projected for 2024 in the prior financial planning cycle as well as a reduction in the cumulative household impact of 40% over the common four years in comparison to the prior financial plan.

The Electoral Area Service provides local government administration, planning, building inspection and emergency services to residents of Electoral Area A. The 2024 Work Plan focuses on advancing work on the Barnston Island dike improvements using provincial funding and completing a barge clean-up event for Indian Arm water access communities.

The 2024 - 2028 Financial Plan for the Electoral Area continues to reduce long-term reliance on reserve funds to smooth the tax requisition rate and reflects the local government election costs in 2022 and 2026. Over the next five years, operating programs are increasing by \$79,402 or an average of 58.4% per year. However, when netting out the impact of the provincial grant received for the Barnston Island dike improvement, over the next five years, operating programs are increasing by \$79,402 or an average of 2.3% per year.

## **PURPOSE**

To present the 2024 - 2028 Financial Plan for the Electoral Area Service for consideration by the Committee.

## **BACKGROUND**

Metro Vancouver's annual budget process includes the development of detailed annual budgets and the updating of five-year financial plans for each of the four Metro Vancouver legal entities (Metro Vancouver Regional District, Metro Vancouver Housing Corporation, Greater Vancouver Water District and Greater Vancouver Sewerage and Drainage District).

On April 19, 2023 a Metro Vancouver Board Budget Workshop was held with the objective to seek direction for the preparation of the 2024 - 2028 Financial Plan. The workshop outlined the principles that guide the work of Metro Vancouver as an organization and provided a proposed approach for the 2024 - 2028 Financial Plan based on the work of the Financial Plan Task Force that was created by the Board Chair. This included an adoption of the following household impact targets: 12.0% for 2024, 11.0% for 2025, 5.0% for 2026 and 5.0% for 2027 as well as direction to move Liquid Waste Development Cost Charges (DCCs) and Water DCCs to a 1% assist factor and implement a new Regional Parks DCC and move it to a 1% assist factor over the financial plan.

This has resulted in a plan that maintains the goals and objectives of Metro Vancouver while minimizing the impact on ratepayers through realistic evaluation of the capital program and focussing on the development of growth revenue.

Key highlights of the overall Metro Vancouver 2024 proposed budget are as follows:

- A reduction of \$15 million of the total 2024 Metro Vancouver proposed operating budget compared to that previously projected for 2024
- Increased contribution to capital of \$32M for debt avoidance and increases in reserve contributions of just over \$6M for key functions
- Reduced total capital cash flow of roughly \$655M 2024 through 2027 for the utilities
- Reduction of household impact, \$13 less than that previously projected for 2024

This report focuses on the Electoral Area Service and presents the 2024 annual budget and the updated five-year plan for the years 2024 to 2028 for committee consideration.

## **ELECTORAL AREA SERVICE**

The Electoral Area Service comprises Electoral Area A, the unincorporated area within Metro Vancouver, and provides local government planning, building inspection and emergency services to residents of Electoral Area A.

The Electoral Area A Service initiatives planned over the next five years are guided by direction provided in the *Board Strategic Plan*, specifically:

- support the efforts of members in developing complete, livable and healthy communities;



- enhance relationships between Metro Vancouver and other orders of government, First Nations, adjacent regional districts, and key stakeholders; and
- build resilience in communities to prepare for and adapt to changing physical and environmental conditions.

### **WORK PLAN PERFORMANCE INDICATORS**

High level performance indicators have been developed across the organization to evaluate trends, determine key actions for the coming year, and to assist in long-term planning. The 2024 Work Plan for Electoral Area Service is presented in this report. Within the Electoral Area Work Plan, two performance indicators have been developed and are being tracked. These include:

- Number of public meetings and engagement events; and
- Number of visits to the Electoral Area website.

The trend in these performance measures suggests the number of public meetings and engagement events are higher in years when new planning initiatives requiring public consultation are undertaken (e.g. zoning bylaw amendments). Since 2015, Electoral Area website visits have remained above 10,000 hits per year and are expected to remain steady in coming years.

### **CONTINUOUS IMPROVEMENT**

Improvement initiatives include:

- *Barge Cleanup Events (2024/2026/2028)*: Assist water access residents in recycling large, hard to manage items (appliances, furniture, Styrofoam, mattresses, batteries, etc.) and reduce the risk of contamination of the natural environment from improper disposal of waste (i.e. dumping or burning). Based on the ongoing need and strong resident support for repeating these cleanup events in Pitt Lake, Howe Sound, and Indian Arm, they have been included as future events in the five-year work plan
- *Community Works Fund Projects (2024-2028)*: Engage with Electoral Area A communities to identify and implement projects to benefit local residents
- *Internal permit process improvements (2024)*: Updating building permit filing and tracking system to increase efficiency.

### **2024 BUDGET AND 2024 - 2028 FINANCIAL PLAN**

The five-year financial plans for this cycle have been updated to address five central priorities identified by the Metro Vancouver Board in its Strategic Plan to guide the development of plans and budgets. The five priorities are as follows:

- Financial Sustainability and Regional Affordability
- Climate Action
- Resilient Services and Infrastructure
- Reconciliation
- Housing

Each Metro Vancouver function has an Annual Work Plan that includes strategic directions, performance indicators and key actions to guide the work for the coming year. Each function also has a “What’s Happening” summary that highlights the program highlights for the next five years.

The 2024 - 2028 Electoral Area Service Financial Plan is included as Attachment 1. The 2024 Annual Work Plan for the Electoral Area Service presented in this report is included in Attachment 2 and the “What’s Happening” highlights for the years 2024 - 2028 are included in Attachment 3.

### **Operating Budget Highlights**

The Electoral Area Service 2024 operating budget is proposed to increase by \$489,602 for a total budget of \$1,218,728 (Attachment 1). This increase is largely due to the inclusion of a portion (\$450,000 included in Other External Revenues) of the \$5.25 million provincial grant for the Barnston Island dike improvements and which are part of the 2024 planned expenditures.

The 2024 operating budget includes the following key actions:

- advance work on the Barnston Island dike improvements using provincial funding;
- complete a barge clean-up event for Indian Arm water access communities;
- receive and consider the Electoral Area A Community Wildfire Resiliency Plan;
- consider Community Works Fund projects identified by the UEL community;
- continue to administer the building, zoning, official community plan, and unsightly premise and nuisance bylaws;
- communicate with Electoral Area residents through the Electoral Area Bulletin and Electoral Area Director's Update;
- engage the UBC/UEL communities on liquor license and retail cannabis referrals, and participate in the next steps of the Province’s UEL Governance Study;
- continue to offer staff support to the Electoral Area Board Director; and
- facilitate emergency management education for residents.

Over the next five years, operating programs are increasing by \$79,402 or an average of 58.4% per year. However, when netting out the impact of the provincial grant received for the Barnston Island dike improvement, over the next five years, operating programs are increasing by \$79,402 or an average of 2.3% per year.

### **Reserve Funds**

Electoral Area receives two annual grants from the Province. These grants, \$143,083 from the Community Works Fund and a Regional District grant of \$60,000 are received and contributed to a reserve pending plans for future use. In non-election years, \$30,000 is contributed annually to an election reserve. Every four years, this election reserve is to be used to fund the Electoral Area local government election. The financial plan for Electoral Area has utilized transfers from the Electoral Area General Reserve to offset and smooth some of the changes in expenditures over the five-year plan as well as utilizing reserves to annually fund one-time initiatives. This is consistent with the *Operating, Statutory and Discretionary Reserves Policy*. The 2024 - 2028 Projected Reserves for Electoral Area is included in Attachment 4.

## **APPROVAL PROCESS**

The proposed 2024 - 2028 Financial Plan and Annual Work Plan is presented for consideration and endorsement before being forwarded to the Board for consideration.

The next steps of the process are:

- The 2024 - 2028 Financial Plan and Annual Work Plan will be presented for consideration at the Metro Vancouver Board Budget Workshop on October 20, 2023.
- The Board will consider adoption of the 2024 Budget and endorsement of the 2024 - 2028 Financial Plan on October 27, 2023.

## **ALTERNATIVES**

1. That the Electoral Area Committee endorse the 2024 - 2028 Financial Plan for the Electoral Area Service as presented in the report dated September 25, 2023, titled “2024 - 2028 Financial Plan – Electoral Area”, and forward it to the Metro Vancouver Board Budget Workshop on October 20, 2023 for consideration.
2. That the Electoral Area Committee make recommendations and endorse an amended 2024 - 2028 Financial Plan for the Electoral Area Service and forward the amended Financial Plan to the Finance Committee on October 13, 2023 and to the Metro Vancouver Board Budget Workshop on October 20, 2023 for consideration.

## **FINANCIAL IMPLICATIONS**

If the MVRD Board endorses the 2024 - 2028 Financial Plan for the Electoral Area Service, as presented under Alternative 1, in 2024 the Electoral Area requisition will increase by \$26,187 (6.4%) for a total requisition of \$433,645. The increase in the Electoral Area requisition represents a \$4 increase in the cost to the average Electoral Area household to \$62.

Over the term of the five-year plan, the annual Electoral Area requisition is projected to increase by an average of \$85,987 per year (3.9%) to provide the required revenue to offset projected expenditures. It is anticipated that the cost to the average Electoral Area household over the next five years for electoral area services will rise from \$62 in 2024 to \$71 in 2028 representing an approximate average annual increase of \$2 (3.9%).

Under Alternative 2, the Committee may wish to consider recommending amendments to the 2024 Budget and Five-year Financial Plan for consideration at the Metro Vancouver Board Budget Workshop. Any changes to the plan may have an impact on the MVRD Financial Plan.

## **CONCLUSION**

The Electoral Area Service 2024 Budget and Five-year Financial Plan has been prepared following direction received at the April 19, 2023 Metro Vancouver Board Budget Workshop and to respond to direction provided in the *Board Strategic Plan*. It is presented to Committee and Board members to provide overview information on activities and financial impacts for the years 2024 to 2028 for Electoral Area Services.

The presentation of this year's five-year financial plan for Electoral Area provides the opportunity for Metro Vancouver to share with its member jurisdictions the proposed service related initiatives over the next five years. It is intended to be used as a guiding document for member jurisdictions in the development of their five-year financial plans and includes projections on household impact to demonstrate how the plan will remain affordable for residents while keeping pace with our critical requirements.

Staff recommends endorsing the 2024 - 2028 Financial Plan and Annual Work Plan for Electoral Area A Service as presented under alternative one.

**ATTACHMENTS**

1. 2024 - 2028 Financial Plan
2. 2024 Work Plan
3. 2024 - 2028 "What's Happening"
4. 2024 - 2028 Projected Reserves – Electoral Area Service
5. Presentation re: 2024 - 2028 Financial Plan – Electoral Area

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**METRO VANCOUVER REGIONAL DISTRICT  
ELECTORAL AREA SERVICE  
2024 BUDGET REVIEW  
2024 - 2028 FINANCIAL PLAN**

	2023 BUDGET	2024 BUDGET	% CHANGE	2025 FORECAST	% CHANGE	2026 FORECAST	% CHANGE	2027 FORECAST	% CHANGE	2028 FORECAST	% CHANGE
<b>REVENUES</b>											
Electoral Area Requisition	\$ 407,458	\$ 433,645	6.4%	\$ 457,999	5.6%	\$ 471,604	3.0%	\$ 479,693	1.7%	\$ 493,445	2.9%
User Fees	11,000	12,000		12,000		12,000		12,000		12,000	
Other External Revenues	186,668	653,083		4,703,083		503,083		203,083		203,083	
Transfer from Reserves	124,000	120,000		105,000		200,000		90,000		100,000	
<b>TOTAL REVENUES</b>	<b>\$ 729,126</b>	<b>\$ 1,218,728</b>	<b>67.1%</b>	<b>\$ 5,278,082</b>	<b>333.1%</b>	<b>\$ 1,186,687</b>	<b>(77.5%)</b>	<b>\$ 784,776</b>	<b>(33.9%)</b>	<b>\$ 808,528</b>	<b>3.0%</b>
<b>EXPENDITURES</b>											
Operating Programs:											
Community Planning	\$ 427,750	\$ 889,432		\$ 4,945,877		\$ 767,668		\$ 464,579		\$ 486,837	
Building Inspections	21,250	27,191		27,699		28,229		28,766		29,318	
Local Government Election	–	–		–		124,676		–		–	
Fraser Valley Library Services	2,067	2,000		2,000		2,000		2,000		2,000	
Emergency Planning	20,000	20,000		20,000		20,000		20,000		20,000	
	471,067	938,623	99.3%	4,995,576	432.2%	942,573	(81.1%)	515,345	(45.3%)	538,155	4.4%
Contribution to Election Reserve	30,000	30,000		30,000		–		30,000		30,000	
Contribution to Reserve	186,668	203,083	8.8%	203,083	0.0%	203,083	0.0%	203,083	0.0%	203,083	0.0%
	216,668	233,083	7.6%	233,083	0.0%	203,083	(12.9%)	233,083	14.8%	233,083	0.0%
Allocation of Centralized Support	41,391	47,022	13.6%	49,423	5.1%	41,031	(17.0%)	36,348	(11.4%)	37,290	2.6%
<b>TOTAL EXPENDITURES</b>	<b>\$ 729,126</b>	<b>\$ 1,218,728</b>	<b>67.1%</b>	<b>\$ 5,278,082</b>	<b>333.1%</b>	<b>\$ 1,186,687</b>	<b>(77.5%)</b>	<b>\$ 784,776</b>	<b>(33.9%)</b>	<b>\$ 808,528</b>	<b>3.0%</b>

## ELECTORAL AREA SERVICES

### Description of services

Electoral Area Services of the Metro Vancouver Regional District (MVRD) provides local government services to Electoral Area A including emergency planning and response services for the entire area of Electoral Area A, including Point Grey. Building inspection and land use planning are provided to the noncontiguous unincorporated areas of the MVRD, excluding Point Grey. Electoral Area A is an unincorporated area comprising 818 km<sup>2</sup> of land area, stretching from Point Grey and Howe Sound in the west, to Pitt Lake in the east, and includes Barnston Island and the northern part of Indian Arm.

The local government services provided to Electoral Area A includes emergency planning and response services for the entire area of Electoral Area A, including Point Grey. Building inspection and land use planning are provided to the mainland areas outside of Point Grey only.

### Strategic directions and high-level goals supported

#### 2020-2023 Board Strategic Plan

- Support the efforts of members in developing complete, livable and healthy communities.
- Enhance relationships between Metro Vancouver and other orders of government, First Nations,
- Adjacent regional districts and key stakeholders.
- Build resilience in communities to prepare for and adapt to changing physical and environmental conditions.

### Performance indicators

Indicator	Historical and/or industry benchmark	Current Performance	2024 Performance Objective
Number of public meetings and engagement events	2019: 9 2020: 9 2021: 11 2022: 9	Projected 2023: 9	9
Number of visits to the Electoral Area A Website	2019: 14,596 2020: 12,606 2021: 12,468 2022: 16,483	Projected 2023: 12,000	12,000

## 2024 key actions

- Advance work on the Barnston Island dike improvements using provincial funding
- Complete a barge clean-up event for Indian Arm water access communities
- Receive and consider the Electoral Area A Community Wildfire Resiliency Plan
- Consider Community Works Fund projects identified by the UEL community
- Continue to administer the building, zoning, official community plan, and unsightly premise and nuisance bylaws
- Communicate with Electoral Area residents through the Electoral Area Bulletin and Electoral Area Director's Update
- Engage the UBC/UEL communities on liquor license and retail cannabis referrals, and participate in the next steps of the Province's UEL Governance Study
- Continue to offer staff support to the Electoral Area Board Director
- Facilitate emergency management education for residents

## Electoral Area Services

**2024 to 2028 – WHAT’S HAPPENING**

Below is a summary of the initiatives to be undertaken by Electoral Area Services over the next 5 years.

Initiative	Description	Theme
<b>2024</b>		
Barnston Island Dike Improvements	Award contract(s) for design and early works for identified improvements	System Stewardship
Clean-up Event	Barge cleanup event in Indian Arm	Environmental Sustainability
Community Works Fund	Consider priority projects in UEL for funding through the Community Works Fund	Regional Growth Financial Sustainability
<b>2025</b>		
Barnston Island Dike Improvements	Construction and implementation of identified improvements	System Stewardship
Emergency Preparedness	Support resident-preparedness for fires & earthquake (hands-on training, equipment)	Regional Growth System Stewardship
<b>2026</b>		
Local Government Election	Administer local government election in Electoral Area A	System Stewardship
Clean-up Event	Barge cleanup event in Pitt lake	Environmental Sustainability
<b>2027</b>		
Emergency Preparedness	Support resident-preparedness for fires & earthquake (hands-on training, equipment)	Regional Growth System Stewardship
Community Works Fund	Consider priority projects in UBC/UNA/UEL for funding through the Community Works Fund	Regional Growth Financial Sustainability
<b>2028</b>		
Clean-up Event	Barge cleanup event in Howe Sound	Environmental Sustainability

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**METRO VANCOUVER DISTRICTS**  
**2024 - 2028 PROJECTED RESERVES - ELECTORAL AREA**

**OPERATING RESERVES**

	2023 ENDING BALANCE	2024 OPENING BALANCE	CONTRIBUTION	WITHDRAWALS	INTEREST	2024 ENDING BALANCE	2025 ENDING BALANCE	2026 ENDING BALANCE	2027 ENDING BALANCE	2028 ENDING BALANCE
Electoral Area Service	\$ 30,682	\$ 30,682	\$ –	\$ –	\$ 767	\$ 31,449	\$ 32,235	\$ 33,041	\$ 33,867	\$ 34,714

**DISCRETIONARY RESERVES**

	2023 ENDING BALANCE	2024 OPENING BALANCE	CONTRIBUTION	WITHDRAWALS	INTEREST	2024 ENDING BALANCE	2025 ENDING BALANCE	2026 ENDING BALANCE	2027 ENDING BALANCE	2028 ENDING BALANCE
Electoral Area General Reserve	\$ 1,610,776	\$ 1,610,776	\$ 60,000	\$ (120,000)	\$ 39,519	\$ 1,590,295	\$ 1,584,490	\$ 1,573,477	\$ 1,582,439	\$ 1,581,500

**STATUTORY RESERVES**

	2023 ENDING BALANCE	2024 OPENING BALANCE	CONTRIBUTION	WITHDRAWALS	INTEREST	2024 ENDING BALANCE	2025 ENDING BALANCE	2026 ENDING BALANCE	2027 ENDING BALANCE	2028 ENDING BALANCE
<b>Electoral Area Service</b>										
Community Works Reserve	\$ 905,076	\$ 905,076	\$ 143,083	\$ –	\$ 24,415	\$ 1,072,574	\$ 1,244,260	\$ 1,420,238	\$ 1,600,615	\$ 1,785,502
Electoral Area Election Reserve	44,742	44,742	30,000	–	1,494	76,236	108,517	20,105	50,983	82,633
<b>Total</b>	<b>\$ 949,818</b>	<b>\$ 949,818</b>	<b>\$ 173,083</b>	<b>\$ –</b>	<b>\$ 25,909</b>	<b>\$ 1,148,810</b>	<b>\$ 1,352,777</b>	<b>\$ 1,440,343</b>	<b>\$ 1,651,598</b>	<b>\$ 1,868,135</b>

## 5.2 ATTACHMENT 4



Widgeon Marsh Regional Park Reserve

# 2024 – 2028 FINANCIAL PLAN

## METRO VANCOUVER REGIONAL DISTRICT- ELECTORAL AREA

**Marcin Pachcinski**  
Division Manager, Electoral Area and Implementation Services

Electoral Area Committee – October 6, 2023  
60158051

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## BOARD PRIORITIES

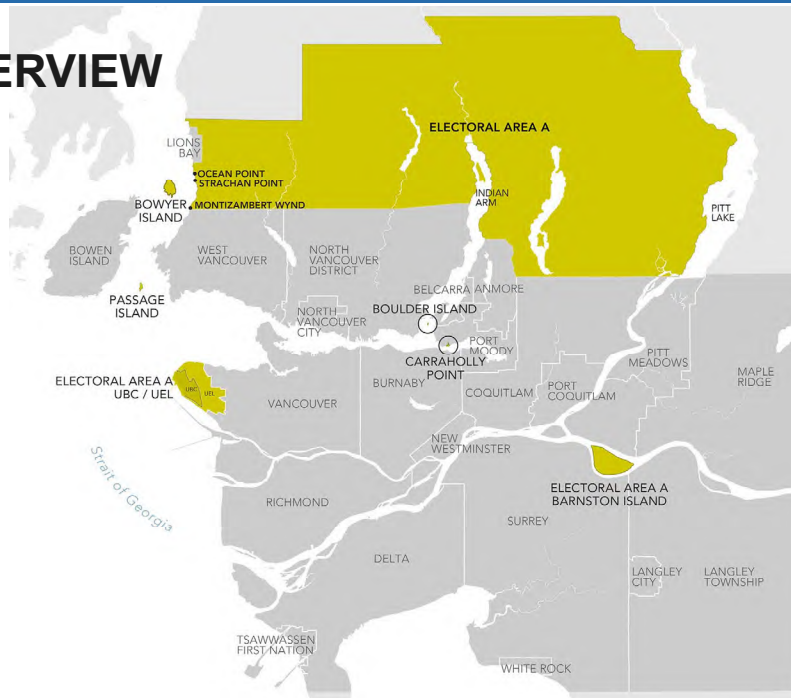
Influence on the Work Plan

- Financial Sustainability and Regional Affordability
- Resilient Services and Infrastructure
- Climate Action
- Reconciliation
- Housing



## ELECTORAL AREA OVERVIEW

The Electoral Area Service provides **local government** administration, planning, building inspection and emergency services to Electoral Area A residents.



3

## PERFORMANCE METRICS

Electoral Area

Key Performance	Past Performance (Average)	Expected Performance 2024
Number of public meetings and engagement events	9	9
Number of visits to the Electoral Area A Website	14,000	12,000

4

## CONTINUOUS IMPROVEMENT

### Electoral Area

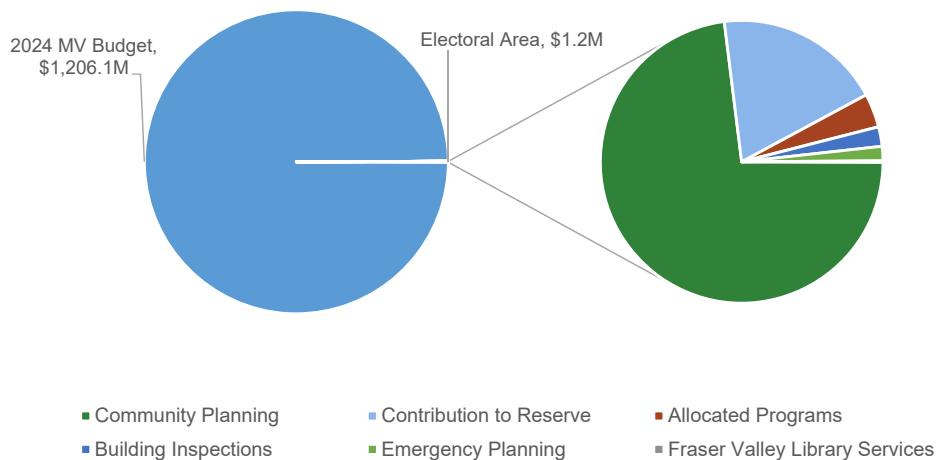
Initiative	Outcomes
Barge Cleanup Events	<ul style="list-style-type: none"> <li>Assist residents in recycling large items</li> <li>Reduce the risk of environmental contamination</li> </ul>
Community Works Fund Projects	<ul style="list-style-type: none"> <li>Engage with Electoral Area A communities to identify and implement projects to benefit local residents</li> </ul>
Internal Permit Process Improvements	<ul style="list-style-type: none"> <li>Updating building permit filing and tracking system to increase efficiency</li> </ul>

4

## BUDGET OVERVIEW

### Electoral Area Financial Plan

#### 2024 Operating Budget Breakdown – Electoral Area



6

## OPERATING EXPENDITURES

### Electoral Area Financial Plan

#### Overview:

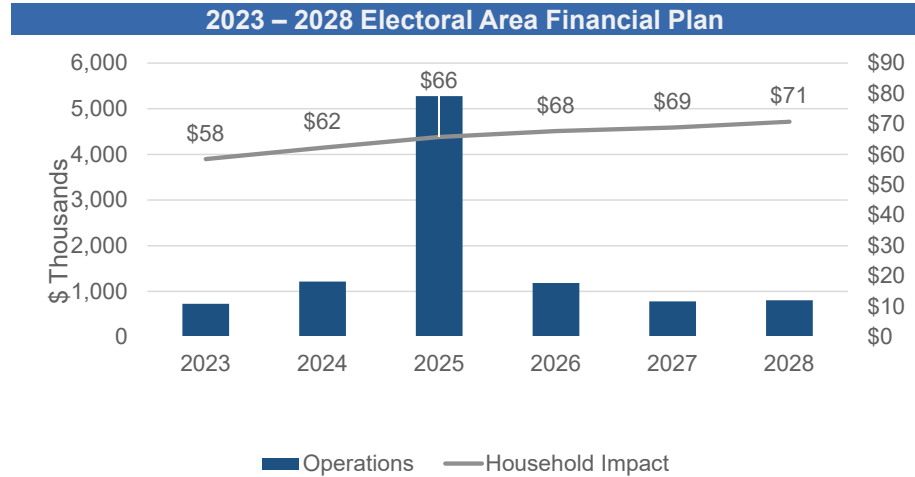
2023 Operating Budget: **\$0.7M**

2024 Operating Budget: **\$1.2M**

**67.1% increase**

#### Drivers for Change:

Status quo budget except for addition of Barnston Island Dike Improvement Grant included in 2024, 2025 & 2026 budget years.



6

## OPERATING FUNDING

### Electoral Area Financial Plan

#### Overview:

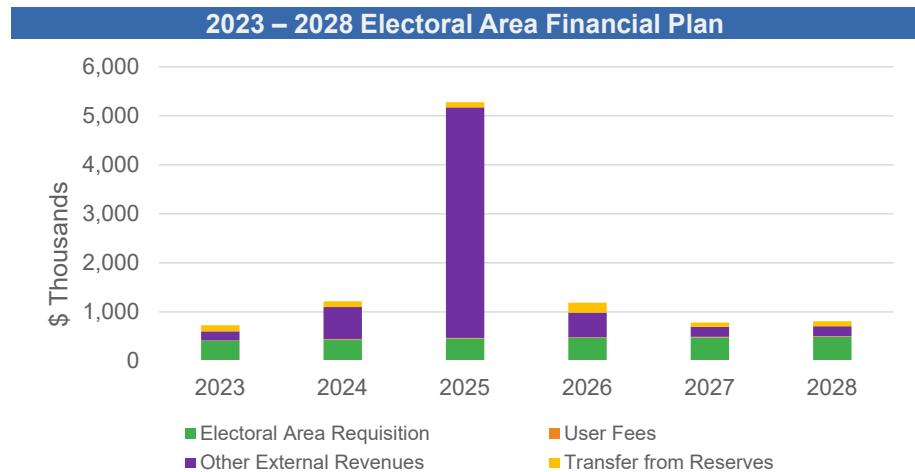
2023 Operating Budget: **\$0.7M**

2024 Operating Budget: **\$1.2M**

**67.1% increase**

#### Drivers for Change:

External Revenues increase because of Barnston Island Dike Improvement grant; rest is stable



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## OPERATING HIGHLIGHTS

Electoral Area 2024 – 2028

Budget Year	Initiative	Description
	Barnston Island Dike Improvements Clean-up event	<ul style="list-style-type: none"> <li>Design and early works</li> <li>Barge clean-up event in Indian Arm</li> </ul>
2025	Barnston Island Dike Improvements	<ul style="list-style-type: none"> <li>Construction and implementation of identified improvements</li> </ul>
2026	Local Government Election Clean-up event	<ul style="list-style-type: none"> <li>Administer local government election in EA A</li> <li>Barge clean-up event in Pitt Lake</li> </ul>
2027	Community Works Fund	<ul style="list-style-type: none"> <li>Consider priority projects in UBC/UNA/UEL for funding through the Community Works Fund</li> </ul>
2028	Clean-up event Emergency preparedness	<ul style="list-style-type: none"> <li>Barge clean-up event in Howe Sound</li> <li>Support resident-preparedness for fires &amp; earthquake (hands-on training, equipment)</li> </ul>

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## ELECTORAL AREA FINANCIAL PLAN SUMMARY

For Electoral Area A Residents Only

	2023	2024	2025	2026	2027	2028
Total Expenditures (\$ Millions)	\$0.7	\$1.2	\$5.3	\$1.2	\$0.8	\$0.8
% Change		67.1%	330%	(77.5%)	(33.9%)	3.0%
Electoral Area Requisition (\$ Millions)	\$0.4	\$0.5	\$0.5	\$0.5	\$0.5	\$0.5
% Change		6.4%	5.6%	3.0%	1.7%	2.9%
Electoral Area A Resident Household Impact (\$) \$58		\$62	\$66	\$68	\$69	\$71
% Change		6.4%	5.6%	3.0%	1.7%	2.8%
Prior Cycle Household Impact Change (%)		5.5%	3.7%	2.3%	2.0%	N/A

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Indian Arm, Electoral Area A

Questions?

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11





Fraser River

## Electoral Area A – 2023 Emergency Management Initiatives

Brant Arnold-Smith

Program Manager, Security and Emergency Management  
Corporate Services

October 6, 2023

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## OUTLINE

2023 Emergency Management initiatives  
in Electoral Area A :

1. Barnston Island Freshet Response
2. Passage Island FireSmart Training
3. Alertable Implementation
4. UBC/UNA/UEL community meeting
5. Wildfire Responses



Barnston Island Ferry Dock

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2



## BARNSTON ISLAND FRESHET RESPONSE

May 17, 2023

- MV Emergency Operations Centre activated in preparation for freshet flooding
- Activated for 7 days



MV Staff Filling Sandbags



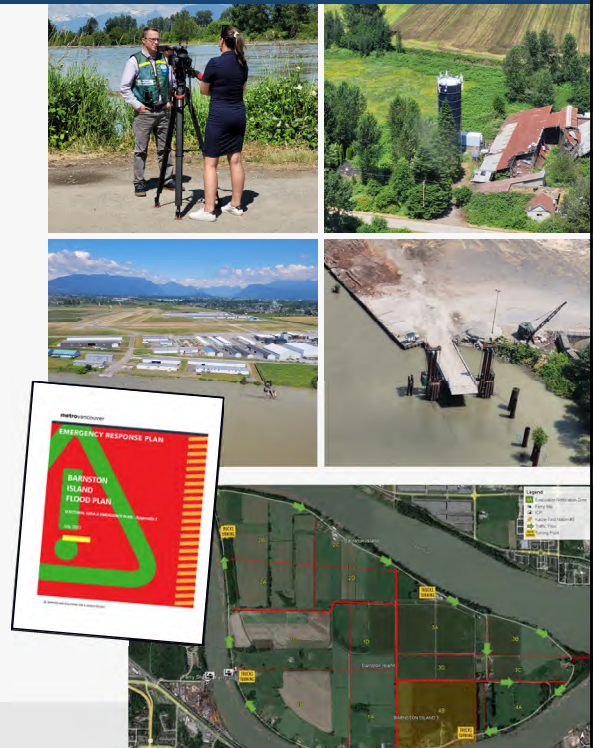
Barnston Island Community Meeting

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3

## RESPONDING TO THE 2023 FRESHET

- ✓ Partnerships
- ✓ Evacuation/Communications
- ✓ Critical Infrastructure analysis
- ✓ Traffic/Re-entry
- ✓ Environmental analysis
- ✓ Multi-modal transportation strategies
- ✓ Action thresholds
- ✓ EMCR support
- ✓ BC River Forecast Centre
- ✓ Environment & Climate Change Canada



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## PASSAGE ISLAND

July 15, 2023

30 water-access only homes in Howe Sound

Training focused on:

- Roles/responsibilities
- FireSmart principles
- Hands-on training with fire pumps and extinguishers

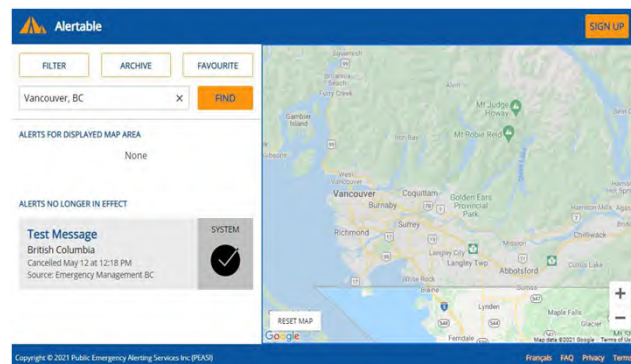


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## ALERTABLE

- Alertable is a mass notification public alerting system that allows Metro Vancouver to distribute critical information during emergencies
- A tool to rapidly notify the public of impending emergencies and provide safety instructions
- Alertable went live for Electoral Area A on Aug 2, 2023



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## UBC/UNA/UEL EMERGENCY PREPAREDNESS MEETING

July 26, 2023

Community meeting focused on:

- Roles/Responsibilities (MV/UBC/UNA/UEL)
- Collaboration is key
- What residents and stratas can do to be prepared
- Information on Alerttable



Staff panel speaking to UBC/UNA/UEL residents

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## WILDFIRES IN ELECTORAL AREA A AND VICINITY

JUNE 4, 2023

- 0.5 hectare fire along the waterline in Electoral Area A
- Lions Bay Fire Department/BCWS and MV staff responded to the fire
- Royal Canadian Marine Search & Rescue assisted with the response
- Fire was knocked down within a few hours and all hotspots extinguished



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BA1

## WILDFIRES IN ELECTORAL AREA A AND VICINITY

- 1.5 hectare wildfire was reported on Katzie First Nation land near Widgeon Marsh Regional Park Reserve
- BCWS coordinated the response, with Metro Vancouver Watershed Protection, Regional Parks, and Emergency Management staff on site
- MV staff maintained close contact with the Katzie First Nation EOC during the incident



Wildfire on Katzie First Nation Reserve 4

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9



Fraser River – Barnston Island

Thank You

**metro**vancouver  
Together we make our region strong

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To: Electoral Area Committee

From: Marcin Pachcinski, Division Manager, Electoral Area and Implementation Services,  
Regional Planning and Housing Services

Date: September 14, 2023 Meeting Date: October 6, 2023

Subject: **Manager's Report – Electoral Area**

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### **RECOMMENDATION**

That the Electoral Area Committee receive for information the report dated September 14, 2023 titled "Manager's Report – Electoral Area".

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### **ELECTORAL AREA COMMITTEE 2023 WORK PLAN**

The Electoral Area Committee's Work Plan for 2023 is attached to this report (Attachment 1). The status of work program elements is indicated as pending, in progress, or complete. The listing is updated as needed to include new issues that arise, items requested by the Committee, and changes to the schedule.

### **PASSAGE ISLAND HANDS-ON FIRESMART TRAINING**

Passage Island is an Electoral Area A community of approximately 30 homes located between the District of West Vancouver and Bowen Island for which Metro Vancouver is responsible for emergency management. Like the rest of the rural and remote portions of Electoral Area A, the Island is not covered by a typical municipal fire service, meaning residents have to be prepared in case there is a fire or other emergency in their community.

To help residents be prepared, Metro Vancouver Corporate Safety and Electoral Area Services staff organized a hands-on fire training session on July 15. Residents learned about FireSmart principles and staff answered questions about what to do in case of a fire. Residents were also given the opportunity to do hands-on training with fire extinguishers and fire pumps. Residents expressed their appreciation for the practical session and said they felt they were better prepared to deal with future fire emergencies on the Island.

### **EMERGENCY MANAGEMENT AND PREPAREDNESS COMMUNITY MEETING**

On July 26, Electoral Area A Director Jen McCutcheon hosted a meeting for residents of the University Neighbourhood Association (UNA), which is the residential portion of the UBC Lands, and the University Endowment Lands (UEL). The meeting focused on how emergency management works in these Electoral Area A communities and how each resident can be better prepared in the event of an emergency.

Representatives from Metro Vancouver, UBC, UNA and UEL explained the different roles each agency plays in emergency management and planning in these communities. These agencies work in close collaboration to plan for and respond to emergencies. Residents were also provided information on

how to be prepared, including signing up for emergency notifications, making household emergency plans and kits, and actions to take when an emergency strikes.

### **COMMUNITY WILDFIRE RESILIENCY PLAN**

In accordance with the 2023 Electoral Area Committee work plan, Metro Vancouver has engaged BA Blackwell & Associates to develop a Community Wildfire Resilience Plan focusing on the rural/remote communities of Electoral Area A. A Community Wildfire Resilience Plan follows a standard provincial template that includes a localized risk assessment and an action plan to improve wildfire resiliency in a region or community. The Plan will provide Metro Vancouver with an action plan that can be used to improve or develop emergency plans, emergency responses, evacuation plans, communication and education programs, bylaws related to fire risk, and to guide the management of potentially hazardous forest lands (including proposed fuel treatment units) and residential landscaping for the identified communities and their residents.

The plan includes consultation with local residents and is expected to be completed by the end of this year. It will be presented to the Electoral Area Committee and MVRD Board for consideration in early 2024.

### **BARNSTON ISLAND DIKE IMPROVEMENTS**

As presented to the Electoral Area Committee at its May 10, 2023 meeting, Metro Vancouver received a \$5.25 million grant from the Province for dike improvements on Barnston Island. As a first step in implementing this grant, Metro Vancouver has hired Northwest Hydraulic Consultants (NHC) Ltd. to do an update of the dike assessment that they completed in 2013 (See Reference 1 and refer to Section 6.6 / Table 7 in particular).

Between now and the end of 2023, NHC Ltd. will:

- update the 2013 recommended flood mitigation options;
- revise the estimated approximate costs involved; and
- re-prioritize the proposed potential measures.

As part of this process, Metro Vancouver staff are engaging with relevant provincial and federal agencies, the Barnston Island Diking District, and Katzie First Nation staff. Metro Vancouver staff will be holding a community meeting later this year to provide information on this project to Barnston Island residents.

This initial phase of work will be presented to the Electoral Area Committee and MVRD Board in early 2024, along with recommended next steps for consideration.

### **COMMUNITY WORKS FUND – UNIVERSITY ENDOWMENT LANDS**

The Community Works Fund comes from federal gas tax money that is delivered through UBCM to all BC local governments through a direct annual allocation to support local priorities. Eligible project categories are wide-ranging, from transit and road improvements, to infrastructure, to community plans. The amounts available are based on population, with the UEL currently having approximately \$150,000 to spend on projects in their community.

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On September 18, Electoral Area Services staff attended a meeting of the UEL Community Advisory Council (CAC) and presented background information on the Community Works Fund to UEL CAC members, UEL staff, and other residents in attendance. The meeting included a brainstorming session of potential projects. This list of potential projects will be used to gather additional information (e.g. high-level costs, complexity, etc.) and will be circulated back to the UEL CAC to prioritize. The priority projects are expected to be brought to the EA Committee and MVRD for consideration of funding in the first half of 2024.

**ATTACHMENT**

1. Electoral Area Committee Work Plan

**REFERENCES**

1. [Barnston Island Dike Assessment 2012/2013](#)

62461407

## 5.4 ATTACHMENT 1

### Electoral Area Committee 2023 Work Plan

Report Date: September 14, 2023

#### Priorities

<b>1<sup>st</sup> Quarter</b>	<b>Status</b>
2023 Electoral Area Committee Work Plan	Complete
Electoral Area A Emergency Response Reimbursement Policy	In Progress
Liquor and retail cannabis licences, development variance permits, and rezoning applications, as applicable	Complete
<b>2<sup>nd</sup> Quarter</b>	<b>Status</b>
Community Works Fund Projects – Consideration	In Progress
Barnston Island Flood Construction Level – Bylaw Consideration	Pending
Liquor and retail cannabis licences, development variance permits, and rezoning applications, as applicable	Complete
<b>3<sup>rd</sup> Quarter</b>	<b>Status</b>
Community Wildfire Risk Reduction Plan – Report	In Progress
Electoral Area A Geotechnical Study – Phase 2 Report	In Progress
Liquor and retail cannabis licences, development variance permits, and rezoning applications, as applicable	Complete
<b>4<sup>th</sup> Quarter</b>	<b>Status</b>
2024-2028 Electoral Area Services Financial Plan	In Progress
Emergency Preparedness Activities – Report Out	In Progress
Liquor and retail cannabis licences, development variance permits, and rezoning applications, as applicable	In Progress