



# City of Port Moody Special Council Agenda

March 1, 2022

5:00 pm

Electronic Webinar via Zoom

Pages

## 1. Call to Order

*You can watch the livestream of this meeting at [portmoody.ca/watchlive](http://portmoody.ca/watchlive) or join the webinar at [portmoody.ca/join](http://portmoody.ca/join).*

## 2. General Matters

### 2.1. Resolution to Go Into Finance Committee

Recommendation(s):

THAT Council go into Finance Committee.

## 3. Finance Committee

### 3.1. Port Moody Police Board 2022-2026 Financial Plan

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Memo: Port Moody Police Board, dated February 9, 2022

Recommendation(s):

THAT the Port Moody Police Board amended provisional 2022-2026 Financial Plan be received for information.

### 3.2. Draft 2022-2026 Financial Plan – Department Presentations (Round II)

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Presentation: Executive Leadership Team

Memo: Finance and Technology Department – Financial Services Division, dated February 16, 2022

Recommendation(s):

THAT the memo dated February 16, 2022 from the Finance and Technology Department – Financial Services Division regarding Draft 2022-2026 Financial Plan – Department Presentations (Round II) be received for information.

**4. Rise and Report**

**4.1. Resolution to Adopt Finance Committee Report**

Recommendation(s):

THAT the recommendations approved at the Finance Committee meeting of March 1, 2022 be ratified.

**5. Adjournment**



# PORT MOODY POLICE BOARD

*Serving the community since 1913*

TO: Mayor and Council  
FROM: Port Moody Police Board  
RE: Port Moody Police Board 2022 - 2026 Financial Plan  
DATE: 09 February 2022  
CC: Paul Rockwood, General Manager Financial Services  
C Cst. Dave Fleugel, Kim Tsok, Budget Officer

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The Port Moody Police Board is pleased to present the department's amended Provisional 2022 - 2026 Financial Plan.

The amended 2022 provisional operating budget has been prepared at \$12,806,099 and is an increase over the 2021 budget of \$604,879 or 4.96%

This budget is based on receiving the anticipated amount of provincial traffic fine revenue for the year.

Mayor Rob Vagramov  
Chair  
Port Moody Police Board

Attachment

**Port Moody Police Department  
Operating Budget for 2022-2026**

	<b>2021 Final Budget</b>	<b>2022 Budget</b>	<b>2023 Budget</b>	<b>2024 Budget</b>	<b>2025 Budget</b>	<b>2026 Budget</b>
<b>Revenue</b>						
Traffic Fine Revenue	516,656	565,974	565,974	565,974	565,974	565,974
Revenue from Tenant	35,000	61,510	61,510	61,510	61,510	61,510
Front Counter	45,000	45,000	45,000	45,000	45,000	45,000
Victim Services Grant	66,549	67,672	67,672	67,672	67,672	67,672
Keep of Prisoners	6,242	6,367	6,495	6,624	6,757	6,892
<b>Total Revenue</b>	<b>669,447</b>	<b>746,523</b>	<b>746,651</b>	<b>746,780</b>	<b>746,913</b>	<b>747,048</b>
<b>Expenses</b>						
<b>Salaries</b>						
Members	8,275,750	8,582,156	8,804,224	9,064,705	9,366,179	9,600,380
Civilians	1,712,558	1,855,277	1,901,466	1,953,465	1,992,534	2,032,383
<b>Total Salaries</b>	<b>9,988,308</b>	<b>10,437,433</b>	<b>10,705,690</b>	<b>11,018,170</b>	<b>11,358,713</b>	<b>11,632,763</b>
<b>Operating Expenses</b>						
Administration	494,616	556,950	567,424	578,612	589,511	600,628
Cell Block	6,242	6,367	6,495	6,624	6,757	6,892
Major Crime	59,912	64,871	66,168	67,491	68,841	70,218
Civic Building	353,116	373,220	381,694	389,935	398,369	406,965
ECOMM	588,730	668,092	717,799	771,965	831,021	895,436
Communciations	5,412	5,520	5,631	5,743	5,858	5,975
Community	41,176	43,798	44,625	45,469	46,330	47,206
Emergency Response Team - Integrated	82,807	84,877	86,999	89,174	91,403	93,689
Front Counter	2,000	2,000	2,000	2,000	2,000	2,000
Integrated Homicide - Integrated	163,364	167,448	171,634	175,925	180,323	184,831
Police Dog Services - Integrated	121,318	124,351	127,460	130,646	133,912	137,260
Identification - Integrated & other costs	119,791	161,758	165,802	169,947	174,196	178,551
Patrol	270,381	275,665	279,854	285,351	290,959	296,679
Traffic	1,591	1,623	1,656	1,689	1,722	1,756
Victim Services	17,502	17,852	18,209	18,573	18,945	19,324
Community Action Team	9,661	9,854	10,051	10,252	10,457	10,665
Vehicles	544,740	550,943	563,059	573,904	584,163	594,125
<b>Total Operating Expenses</b>	<b>2,882,359</b>	<b>3,115,189</b>	<b>3,216,560</b>	<b>3,323,300</b>	<b>3,434,767</b>	<b>3,552,200</b>
<b>Total Expenses</b>	<b>12,870,667</b>	<b>13,552,622</b>	<b>13,922,250</b>	<b>14,341,470</b>	<b>14,793,480</b>	<b>15,184,963</b>
<b>Net Budget</b>	<b>12,201,220</b>	<b>12,806,099</b>	<b>13,175,599</b>	<b>13,594,690</b>	<b>14,046,567</b>	<b>14,437,915</b>

<b>PORT MOODY POLICE DEPARTMENT</b>		
<b>2022 BUDGET INCREASE DRIVERS</b>		
<b>2022 Budget over 2021 Budget</b>		
<b>SUPPLEMENTARY INFORMATION</b>		
<b>2021 APPROVED BUDGET</b>		<b>12,201,220</b>
<b>REVENUES</b>		
1. Increase in Traffic Fine Revenue - based on amount received in 2021	(49,318)	
2. Tenant recovery of expenses (partially offset by increased tenant costs in line 24)	(26,510)	
3. Other	(1,248)	
4. Incremental Growth Allocation - growth removed from 2021 budget therefore no impact	-	<b>(77,076)</b>
<b>POLICE &amp; CIVILIAN LABOR</b>		
5. Estimated Impact of projected COL increase for police members	290,018	
6. Estimated Impact of projected COL increase for CUPE	34,879	
7. Estimated Change in Benefit rate - increase in Police members - 25.9% vs 24.6% in prior year	78,699	
8. Estimated Change in Benefit rate - increase in CUPE F/T rate offset lower rates in other civilian groups	491	
9. Increase for Police member increments	21,096	
10. Decrease for Police member increments for depatures vs. new hires	(42,191)	
11. HR position - cost to increase from 3 to 4 days per week (includes all benefits)	28,169	
12. Crime analyst position - cost to increase from 2 to 3 days per week (includes all benefits)	29,221	
13. Ident salary savings - joined IFIS April 2021 (offsets with expense for Integrated Team in line 21)	(34,158)	
14. Increased IT salary related costs	40,000	
15. Other	2,900	<b>449,125</b>
<b>OPERATING EXPENSES</b>		
16. Estimated Inflationary increases - general operating exp - 2% (excludes ECOMM & Integrated teams)	36,050	
17. Estimated Inflationary increases - Integrated Teams - 2.5%	11,583	
18. Inflationary increases - ECOMM - increase in dispatch levy - 6.5% & user equipment and radio levy - 3%	30,260	
19. ECOMM dispatch fee - due to increase in call takers - expected range of increase \$41,600 to \$49,400 [1]	49,400	
20. Next generation 911 (federal mandate) - expense not anticipated until 2023	-	
21. Integrated team - IFIS - joined April 1, 2021 (offsets with salary expense in line 13)	39,571	
22. Digital Evidence Management System (DEMS) - provincially mandated - assume 55 users @ \$650	35,750	
23. IT expenses - IT review, online crime reporting, intranet maintenance, & other	14,704	
24. Building expenses - higher janitorial and increased tenant costs (offsets by increased revenue in line 2)	13,043	
25. Reduction in vehicle insurance premiums	(5,513)	
26. Digital investigation costs - computer/mobile device external analysis	3,761	
27. Justice Institute police training academy costs for recruits to be shared with municipalities in 2024	-	
28. Other	4,221	<b>232,830</b>
2022 Budget		<b>12,806,099</b>
2021 Budget Approved		<b>12,201,220</b>
Increase over 2021	<b>4.96%</b>	<b>604,879</b>
[1] ECOMM dispatch fee increase is not projected to be just one time in nature. Similar increases are anticipated for the next several years.		

# Memorandum

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Date: February 16, 2022  
Submitted by: Finance and Technology Department – Financial Services Division  
Subject: Draft 2022-2026 Financial Plan – Department Presentations (Round II)

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At the February 1, 2022 Finance Committee meeting, staff gave a presentation on the draft 2022-2026 Operating Budget, providing a breakdown of the proposed 5.97% budget increase for 2022.

The committee passed the following resolution:

FC22/008

THAT the report dated January 20, 2022 from the Finance and Technology Department – Financial Services Division regarding the Draft 2022-2026 Financial Plan – Operating Budget be received for information;

AND THAT a draft proposed budget increase of \$2,756,000, which represents an estimated 5.97% tax rate increase, be used for the City's 2022 Public Budget Consultation.

At the February 15, 2022 Finance Committee meeting, staff began presenting detailed department summaries of the draft 2022-2026 Five-Year Financial Plan. This will extend to the March 1, 2022, meeting.

The draft 2022 Financial Plan has been prepared to maintain the same level of service as the 2021 Financial Plan, with the exception of the identified new funding requirements and services. As in previous financial plans, the 2022 Five-Year Financial Plan presented some unique challenges and opportunities as were discussed at previous Finance Committee meetings.

The recommended resolutions associated with this memo is receipt for information; however, the Committee could choose to provide direction to be incorporated into the draft Financial Plan and future budget deliberations.

*Committee direction is requested.*

The recommended resolution is:

**THAT the memo dated February 16, 2022 from the Finance and Technology Department – Financial Services Division regarding Draft 2022-2026 Financial Plan – Department Presentations (Round II) be received for information.**

## Report Approval Details

Document Title:	Draft 2022-2026 Financial Plan – Department Presentations (Round II).docx
Attachments:	
Final Approval Date:	Feb 22, 2022

This report and all of its attachments were approved and signed as outlined below:

Paul Rockwood, General Manager of Finance and Technology - Feb 16, 2022 - 2:26 PM

Dorothy Shermer, Corporate Officer - Feb 16, 2022 - 2:46 PM

Lindsay Todd for Rosemary Lodge, Manager of Communications and Engagement -  
Feb 16, 2022 - 4:27 PM

Tim Savoie, City Manager - Feb 22, 2022 - 5:47 AM