

**A REGULAR MEETING OF THE
TRAINING ANDREA OF THE TOWN OF LADYSMITH
REVISED AGENDA**

Monday, May 7, 2018

open session to commence immediately following closed session

Council Chambers, City Hall

Pages

1. CALL TO ORDER

2. CLOSED SESSION

Recommendation

That, in accordance with section 90(1) of the *Community Charter*, Council retire into closed session at _____ in order to consider items related to the following:

3. REGULAR MEETING

4. AGENDA APPROVAL

Recommendation

That Council approve the agenda for this Regular Meeting of Council for _____ as amended by the following:

5. RISE AND REPORT- Items from Closed Session

6. MINUTES

6.1 Minutes of the Regular Meeting of Council held April 20, 2018

Recommendation

That council approve the council minutes held on April 21, 2018.

7. DELEGATIONS

Recommendation

That council approve the purchase of the escribe software for \$5000

Recommendation

That Council approve the ban of single use checkout bags in the Town of Ladysmith.

7.1

Will be presented by John Doe

7.2 **My Item**

test

7.3 **Single Checkout Bags**

Will be presented by Kirily Park.

8. **PROCLAMATIONS**

9. **BUDGET**

10. **DEVELOPMENT APPLICATIONS**

10.1 **Type of Development Application – Address (Applicant)**

Recommendation

Staff Recommendation:

That Council direct staff to

11. **BYLAWS- OFFICIAL COMMUNITY PLANNING AND ZONING**

11.1 **Name of OCP or Zoning Bylaw**

Recommendation

Staff Recommendation:

That Council direct staff to

12. **REPORTS**

*12.1 **PSC Committee Budget 2018**

4

13. **BYLAWS**

13.1 **Name of Bylaw**

The purpose of Bylaw 1001 is to ...

14. **NEW BUSINESS**

14.1 **Multiple Complaints coming from Bob McEwan's Farm**

15. UNFINISHED BUSINESS

16. QUESTION PERIOD

- A maximum of 15 minutes is allotted for questions.
- Persons wishing to address Council during “Question Period” must be Town of Ladysmith residents, non-resident property owners, or operators of a business.
- Individuals must state their name and address for identification purposes.
- Questions put forth must be on topics which are not normally dealt with by Town staff as a matter of routine.
- Questions must be brief and to the point.
- Questions shall be addressed through the Chair and answers given likewise. Debates with or by individual Council members or staff members are not allowed.
- No commitments shall be made by the Chair in replying to a question. Matters which may require action of the Council shall be referred to a future meeting of the Council.

17. ADJOURNMENT

Recommendation

That this regular meeting of council adjourn at

STAFF REPORT TO THE PROTECTIVE SERVICES COMMITTEE

From: Erin Anderson, Director of Financial Services
Meeting Date: May14, 2018
File No: 7400-01
RE: RCMP 2018-19 MUNICIPAL POLICING CAP

RECOMMENDATION:

That the Committee recommend that Council:

- a) Direct staff to prepare the Approval in Principle Letter for 2018/2019 confirming an RCMP member strength of seven (7).

PURPOSE:

The purpose of this report is in response to the letter received from the RCMP requesting confirmation of the number of members required to be funded by the municipality at the Ladysmith Detachment of the RCMP.

PREVIOUS COUNCIL DIRECTION

Not applicable.

INTRODUCTION/BACKGROUND:

Like many municipalities, the Town contracts with the RCMP to provide policing services. Municipalities with a population under 5,000 do not pay for policing. Communities, like the Town of Ladysmith with a population between 5,000 and 15,000, pay 70% of the RCMP member costs and communities over 15,000 pay 90% of the RCMP policing cost.

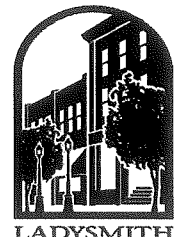
Each year, the Town receives from the RCMP E-Division a request to confirm the number of RCMP members required to be funded by the Town. Currently, the Town funds 7 of the 13 members in the detachment; the remaining members are funded by the Province.

The Committee may recall that an additional police service support staff position was funded starting July of 2016 to reduce the member's administrative duties.

ALTERNATIVES:

The Committee can recommend that Council can choose to:

- A) Confirm the 7 member strength
- B) Request for an increase in member strength at an additional costs



- C) Begin the process of establishing a Town of Ladysmith police department instead of contracting with the RCMP.

FINANCIAL IMPLICATIONS:

Each member costs \$174,850 plus overtime. The cost for the seven members is \$1,315,200 of which the municipality is responsible for \$920,640. Additionally, the public service support staff costs of \$202,751 are also included in the policing costs. The funding for this is property taxation.

ALIGNMENT WITH SUSTAINABILITY VISIONING REPORT:

- Complete Community Land Use
- Green Buildings
- Innovative Infrastructure
- Healthy Community
- Not Applicable
- Low Impact Transportation
- Multi-Use Landscapes
- Local Food Systems
- Local, Diverse Economy

ALIGNMENT WITH STRATEGIC PRIORITIES:

- Employment & Tax Diversity
- Watershed Protection & Water Management
- Communications & Engagement
- Natural & Built Infrastructure
- Partnerships
- Not Applicable

SUMMARY:

The RCMP requires the Town to approve in principle the number of RCMP members required in the Federal fiscal year of 2018/19. The 2017/18 RCMP rate is \$174,850 plus overtime per member, with the Town responsible to fund 70% of this cost.



Erin Anderson

March 23, 2018

I concur with the recommendation.

Guillermo Ferrero, City Manager

ATTACHMENTS:

RCMP letter dated March 19, 2018 – Confirmation Letter Municipal Policing Expenditure CAP 2018/19

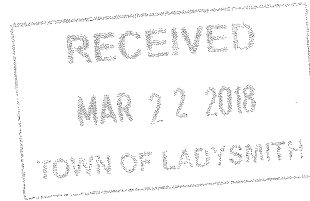


Royal
Canadian
Mounted
Police

Gendarmerie
royale
du
Canada

Security Classification/Designation
Classification/désignation sécuritaire

Unclassified



COPY

March 19, 2018

City Manager/Corporate Officer
Guillermo Ferrero
Town of Ladysmith
410 Esplanade, P.O. Box 220
Ladysmith, BC
V9G 1A2

Your File Votre référence

Our File Notre référence
E753-40

Dear Mr. Ferrero,

**RE: CONFIRMATION LETTER
MUNICIPAL POLICING EXPENDITURE CAP 2018/19**

In our 2018/19 Multi-Year Plan letter dated May 11, 2017, we requested two letters:

1. "Letter of Approval in Principle" from your City/Municipality for your spending cap for 2018/19. This was in order for us to obtain the appropriate level of funding from Treasury Board through the Federal Government's Annual Reference Level Update (ARLU) process. Due by June 9, 2017.
2. "Final Confirmation Letter" which confirms your Municipal Policing Expenditure Cap. **Due by April 30, 2018.**

The estimated billing Per Capita for 2018/19 is \$174,850. In addition, you will be invoiced for Integrated Teams based on your percentage share of actual costs and any estimate for PS and Accommodation costs (if applicable). Please see attached Schedule 1 which outlines your estimated 2018-19 policing costs that are applicable to your municipality. Once the actual costs are available, your municipality will be billed for any outstanding balance or credit returned through the year-end reconciliation process.

Please accept this reminder for sending us your final confirmation letter stating your Municipal Policing Expenditure Cap for 2018/19. Please fax your written response to us at 778-290-6132 with a hard copy to follow in the mail.

If you decide to increase human resources (established increases) to your detachment's strength, please be advised that a third letter is required that outlines your request. Please address that letter to:

The Honourable Mike Farnworth
Minister of Public Safety and Solicitor General of BC
PO Box 9010, Stn. Prov. Gov't.
Victoria, BC
V8W 9L5

Kindly forward a copy to us as well.

Thank you for your attention to this matter and should you require any further information or clarifications, please do not hesitate to contact Paul Richardson, Financial Manager Municipal Contract Policing at 778-290-2490.

Yours truly,



Maricar Bains, B. Comm., MBA
A/Regional Director
Financial Management & Accounting Operations
Corporate Management & Comptrollership Branch, Pacific Region

c.c. C/Supt. Sean Sullivan, District Commander, Island District
NCO i/c Ladysmith Detachment



RCMP Finance Section
Mailstop #908
14200 Green Timbers Way
Surrey, BC, V3T 6P3

Ladysmith

FISCAL YEAR 2018 - 2019

	<u>Municipal</u> <u>Cost</u>
Contract Strength - FTE	7.00
Per Capita 100%	\$ 174,850
Contract Cost (Excludes OT)	\$ 1,223,950
Overtime (includes Reservists)	\$ 91,250
Total Policing Cost 100% Per Capita & Overtime	\$ 1,315,200
Total Policing Cost 70% Per Capita & Overtime	\$ 920,640
Accommodation Estimate @ 100%	\$ -
Public Service Support Staff Estimate @ 100%	\$ 202,751
Total Municipal Cost for 2018/19	\$ 1,123,391

City of XXXXXXX
 XXXXXXX Ave.,
 XXXXXXX, B.C.

Sample

30-Apr-18

Ms. Maricar Bains, B. Comm., MBA
 Acting Regional Director,
 Financial Management & Accounting Ops.
 Corporate Management & Comptrollership Branch, Pacific Region
 Finance Section, Mailstop #908
 14200 Green Timbers Way
 Surrey, BC Canada
 V3T 6P3

Dear Sir:

Re : Final Confirmation Letter - Municipal Policing Budget 2018/19

Please consider this confirmation by the City of XXXXXXX that the Final 2018/19 contract strength, including (XX) additional members, is a total of XX members.

	@ 100 %	@ 70%
Establishment FTE		
Per Capita	174,850	122,395
Contract Cost (excluding Overtime)		
Overtime (Includes Reservists)		
Total Per Capita and OT 2018/19		(A)

* If applicable

Integrated Teams	@ 100 %	Municipal Cost
Total Integrated Teams		(B)

Accommodation Billed @ 100 % (C)

PS Cost Billed @ 100 % (D)

Total Municipal Budget Cap for 2018/19

Total (A+B+C+D)

If you have any questions, please call the undersigned at (778) 123-4567.

Thank you.

Yours truly,

John Doe
 Treasurer/Deputy Administrator

cc: Asst. Deputy Minister & Director of Police Services, Ministry of Public Safety
 and Solicitor General
 OIC XXXXXX Detachment

