



DEVELOPMENT, TRANSPORTATION AND INFRASTRUCTURE ADVISORY COMMITTEE

THURSDAY, JUNE 25, 2020, AT 10:00 AM
ROOM 530 - 5th FLOOR – ABBOTSFORD CITY HALL & WebEx

AGENDA

1. **CALL TO ORDER**

- 1.1 Committee member introductions (p. 7)

2. **ADOPTION OF MINUTES**

No items.

3. **BUSINESS OUT OF MINUTES**

No items.

4. **DELEGATIONS**

No items.

5. **PRESENTATIONS**

- 5.1 Terms of Reference review and Advisory Committee Orientation from the Acting City Clerk
- *PowerPoint presentation* (attached) (p. 8)
- 5.2 Overview of the City's 2019-2022 Strategic Plan and Priorities from the City Manager
- *PowerPoint presentation* (attached) (p. 25)
- 5.3 City's Financial Plan overview from the Acting General Manager, Finance and Corporate Services
- *PowerPoint presentation* (attached) (p. 39)

6. **REPORTS**

- 6.1 Verbal report by the Acting General Manager, Planning and Development Services -
departmental overview of Council's 2019-2022 Strategic Plan current priorities (p. 48)
- 6.2 Verbal report by the Acting General Manager, Engineering and Regional Utilities -
departmental overview of Council's 2019-2022 Strategic Plan current priorities (p. 49)
- 6.3 Verbal report by the Fire Chief – Abbotsford Fire Rescue Service update (p. 50)

6.4 Verbal report by Constable Shea – Abbotsford Police Department update regarding traffic (p. 51)

6.5 Proposed 2020 committee meeting schedule from the Council Coordinator

- *Background information* (attached) (p. 52)

7. **NEW BUSINESS**

No items.

8. **MEMBER ROUNDTABLE**

9. **ADJOURNMENT**

1. PURPOSE

The purpose of the Development, Transportation and Infrastructure Advisory Committee is to maintain an effective channel of communication between Council and the community on issues related to land use, transportation, infrastructure, heritage (as it relates to development), bylaw and policy development and master plans and strategies.

In addition, the Committee will review and provide recommendations regarding applications for funding under the City's Affordable Housing Opportunities Reserve Fund.

2. AUTHORITY

Community Charter, Abbotsford City Council.

3. MANDATE

The mandate of the Development, Transportation and Infrastructure Advisory Committee is to:

- a) provide recommendations on transportation infrastructure including planning, roadway operation and maintenance, and traffic management/safety;
- b) provide recommendations on transit matters including service levels and route improvements and efficiencies (general matters involving the operation of the Central Fraser Valley Transit system will be addressed by the Joint Shared Services Committee);
- c) provide recommendations on land use and planning matters, more particularly current and long term land use matters affecting development in the community;
- d) provide recommendations on policy and bylaw development, procedures, and fees and submission requirements relating to development applications;
- e) review and make recommendations on applications to the City's Affordable Housing Fund in accordance with the City's Affordable Housing Opportunities Reserve Fund Policy (Council Policy No. C003-05); and
- f) review and make recommendations on development applications for properties situated in heritage designated areas of the community.

4. MEMBERSHIP

1. Appointments, and removal, of members to the Development, Transportation and Infrastructure Advisory Committee will be made in accordance with the City's Committee Protocol Policy.



DEVELOPMENT, TRANSPORTATION AND INFRASTRUCTURE ADVISORY COMMITTEE

2. Terms of appointments will be in accordance with the City's Committee Protocol Policy.
 3. The Development, Transportation and Infrastructure Advisory Committee will be comprised of eleven (11) voting members appointed by Council:
 - a) one (1) member of Council, and an alternate;
 - b) one (1) member from Abbotsford School District;
 - c) one (1) member from ICBC Road Safety;
 - d) two (2) members from the development industry;
 - e) two (2) members from the consulting professionals industry (i.e. architect, engineer or environment, etc.);
 - f) one (1) member from the University of the Fraser Valley;
 - g) one (1) member from the Abbotsford Chamber of Commerce;
 - h) one (1) member from the heritage community; and
 - i) one (1) member from the accessibility community.
 4. The Chair of the Development, Transportation and Infrastructure Advisory Committee will be the appointed Council representative.
 5. The staff liaisons to the Development, Transportation and Infrastructure Advisory Committee will consist of the following:
 - a) General Manager, Engineering and Regional Utilities, or their designate;
 - b) General Manager, Planning and Development Services, or their designate;
 - c) Fire Chief, or their designate; and
 - d) Staff Liaison from the Abbotsford Police Department.
 6. From time to time, other City staff members may be required to attend to provide technical advice and assistance.
 7. Representative liaisons from the following public agencies will consist of the following:
 - a) BC Transit; and
 - b) First Canada ULC.
5. RELATED PROCEDURES, GUIDELINES AND PUBLICATIONS
1. The Development, Transportation and Infrastructure Advisory Committee will operate in accordance with the *Community Charter*, the City's Council Procedure Bylaw, the City's Committee Protocol Policy, and any other applicable enactments, bylaws or policies, as amended or replaced from time to time.
 2. Meetings will normally be held monthly, beginning in February of each calendar year, excluding August, December and January, or at the call of the Chair.



DEVELOPMENT, TRANSPORTATION AND INFRASTRUCTURE ADVISORY COMMITTEE

3. Quorum will be determined in accordance with the City's Committee Protocol Policy. Vacancies (but not absences) are excluded when counting the voting members in order to establish the quorum.
4. Committee members must avoid conflicts of interest, in accordance with the *Community Charter* and the City's Committee Protocol Policy.
5. The Committee will report to Council, in accordance with the City's Committee Protocol Policy.

Development, Transportation and Infrastructure Advisory Committee Meeting

June 25, 2020



Committee member introductions

- Your name
- Organization or industry you are representing
- What do you hope to get out of your term on this committee?

Terms of Reference Review and Advisory Committee Orientation

Development, Transportation and Infrastructure
Advisory Committee

June 25, 2020

Finance and Corporate Services



Terms of Reference - Mandate

- Provide recommendations on transportation infrastructure, transit matters, land use and planning matters
- Provide recommendations on policy and bylaw development, procedures and fees
- Review applications to the City's Affordable Housing Fund
- Make recommendations on development applications for heritage designated areas

Terms of Reference - Membership

- 11 Members
- 2 year term
- Other than Alternate Chair, no alternates
- Mayor – Ex-Officio member of all advisory committees

Development, Transportation and Infrastructure Advisory Committee	
Councillor Sandy Blue	Council Chair
Councillor Ross Siemens	Council Chair Alternate
Ron Gregoire	Abbotsford School District
Tanis Hatch	ICBC
Ken Friesen	Development Industry
Nathan Hildebrand	Development Industry
Vijay Lanji	Consulting Professional
Rob Quiring	Consulting Professional
Mark Goudsblom	University of the Fraser Valley
Kevin Mierau	Abbotsford Chamber of Commerce
Ryan Huston	Heritage Community
Carol Paetkau	Accessibility Community

Terms of Reference - Staff Liaisons

- General Manager, Engineering and Regional Utilities, or designate
- General Manager, Planning and Development Services, or designate
- Fire Chief, or designate
- Staff Liaison, Abbotsford Police Dept.

Role of the Staff Liaison

- Provide information and professional advice
- Support the Committee Chair in developing the agenda, arranging meetings and promoting effective Committee operations
- Coordinate an annual Committee orientation
- Assist with membership recruitment
- Performs other duties as assigned by the City Manager

Terms of Reference - Meeting Frequency

Normally held monthly, excluding August,
December and January

OR

At the call of the Chair

Authority

- ***Community Charter***
 - Provincial legislation
- **Council Procedure Bylaw, 2018**
 - Abbotsford-specific bylaw related to general meeting procedures
- **Committee Protocol Policy**
 - Abbotsford-specific policy which addresses the establishment and conduct of City committees.

Community Charter

- Addresses legal requirements for proper meeting notice, agendas, and record keeping related to committee meetings.
- Advisory Committee meetings are open to the public.
- Section 90 permits “closed” meetings, under specific circumstances (labour, law, land, etc.)

Agendas

- Agendas will follow the standard City format.
- Agenda packages will be distributed to Committee members in advance of the meeting.
- Agenda packages are made available to the public at www.abbotsford.ca/committee.
 - * *Video recordings of committee meetings are also streamed on the City of Abbotsford YouTube channel*

Quorum

- An advisory committee requires 50%+1 present of voting members to proceed.

Development, Transportation and Infrastructure Advisory Total Number of Members	Required number of members present for quorum
11	6

- If quorum is lost part way through a meeting, the meeting must be adjourned.

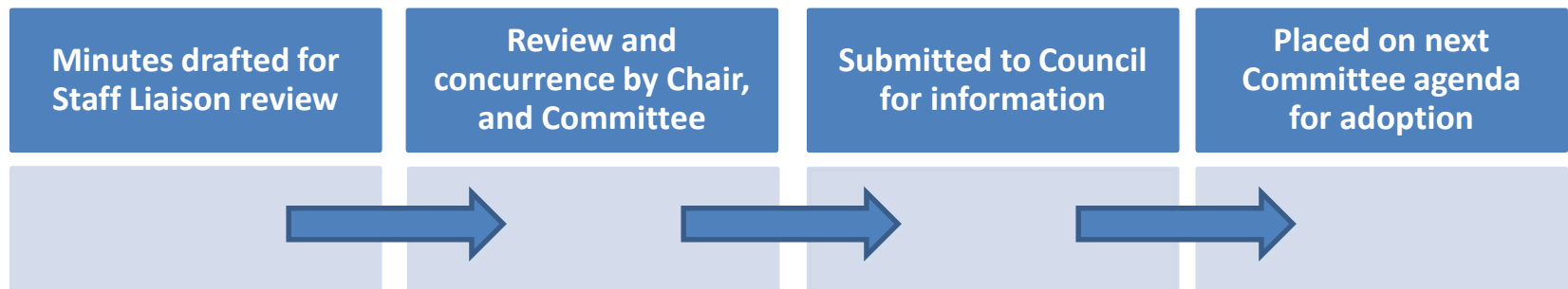
General Meeting Procedures

The Council Procedure Bylaw addresses general meeting procedures including:

- Call to Order
- Motions
- Conduct and Debate
- Voting
- Delegations (individuals or organizations who wish to appear before the committee)

Minutes

- Addressed in the Committee Protocol Policy
- A recording secretary will be present at each Advisory Committee meeting to record the decisions of the Committee.
- High level – not verbatim



Reporting Out

- Staff Liaisons to bring forward Committee recommendations to Council
 - Will be presented to Council in the form of a staff report using the City's standard template
- Staff act on the direction of Council, and will not implement a Committee recommendation unless directed

Conflict of Interest

Under the *Community Charter*, Committee members must declare conflict of interests where the member:

- Has a direct or indirect pecuniary interest in the matter being discussed, or
- Another interest in the matter that constitutes a conflict of interest

Conflict of Interest

Pecuniary

- Pertains to money

Non-pecuniary

- Broad variety of conflicts
- Examples:
 - a rezoning application by a relative or close personal friend
 - business license decision involving a competitor business to one operated by a close friend

Conflict of Interest

Before discussion on the matter:

- State you have a conflict of interest;
- Advise the general terms of the conflict;
- Leave the room.

The conflict will be recorded in the minutes.

Questions?

City of Abbotsford 2019-2022 Strategic Plan and Financial Plan Overview Advisory Committee Orientation

Development, Transportation and Infrastructure Advisory Committee
June 25, 2020
City Manager's Office &
Finance and Corporate Services



Abbotsford Overview

151,923* Growing Population

Largest Composite Fire Department

Airport, YXX

Abbotsford Police Department



Largest municipality
in BC by land area:

75% of land base is **ALR**,
25% Urban

Fifth largest
municipality by population

Over 1300
City Employees
including APD

\$35 Billion total assessment base
total Folio Count = **47,200** (2019)



CITY OF ABBOTSFORD

OUR VISION

THE CITY OF ABBOTSFORD IS THE HUB OF THE FRASER VALLEY.

As the regional centre of the Fraser Valley, Abbotsford will be home to centralized services and agencies including health care, courts, transportation, university, airport, provincial and federal government, entertainment & cultural facilities, and commerce. **We are diverse, inclusive, and connected; we are green, prosperous, and healthy; we are a vibrant and beautiful community.**



CITY OF ABBOTSFORD

OUR MISSION

We strive to continually improve the quality of life within our community by delivering key services for current and future generations.

Strategic Plan 2019-2022

- Aligns all municipal planning decisions
- Provides direction for departmental business plans and budgets
- Allows staff to continually monitor progress towards desired outcomes



Council's Strategic Priorities 2019/2020

City of Abbotsford | 2019 - 2022 STRATEGIC PLAN

2019 Priorities

VIBRANT ECONOMY

- Develop Intergovernmental Relations Advocacy Strategy
- Update Economic Development Strategy
- Develop our new Abbotsford Water Source Project (Collector Wells)
- Continue development of Abbotsford International Airport
- Complete Special Study Areas Review
- Complete the AgRefresh Project

COMPLETE COMMUNITY

- Develop Urban Forestry Strategy
- Build Fire Hall #6/Social Housing Project
- Complete Transit Maintenance Facility
- Develop Culture Strategy
- Finalize Ledgeview Golf Course Clubhouse Project
- Update Homelessness in Abbotsford Action Plan
- Complete update of Affordable Housing Strategy

FISCAL DISCIPLINE

- Update Development Cost Charge (DCC) Bylaw
- Establish a 25-year Long Term Financial Plan
- Launch Online Community Engagement Portal

ORGANIZATIONAL ALIGNMENT

- Develop Bylaw Compliance Strategy
- Update Zoning Bylaw (Phase 1)
- Update Development Services Bylaw
- Create a Digital Strategy
- Conduct Council Committee Review
- Implement Customer Culture Strategy
- Develop Employee Engagement Strategy
- Develop Succession Plan(s)

Context

2019-2022 Strategic Plan Priority:

- Review City's Council appointments to local Agencies, Boards, and Committees (ABCs):
 - Examine the requirement for the appointments & the relationships to the organizations
 - Ensure the effective use of Council & Committees' time
 - Ensure prudent input into developing Council policies, bylaws, plans, projects and other matters
 - Outcome based approach developed by governance best practices and George Cuff's suggested analysis



Goals

- Better align ABC's with Council Strategic Plan & Cornerstones
- Efficient & Effective ABC structure
 - Clarity
 - Streamlined
 - Updated
 - Outcome based

Our Cornerstones



Previous Committees (12)

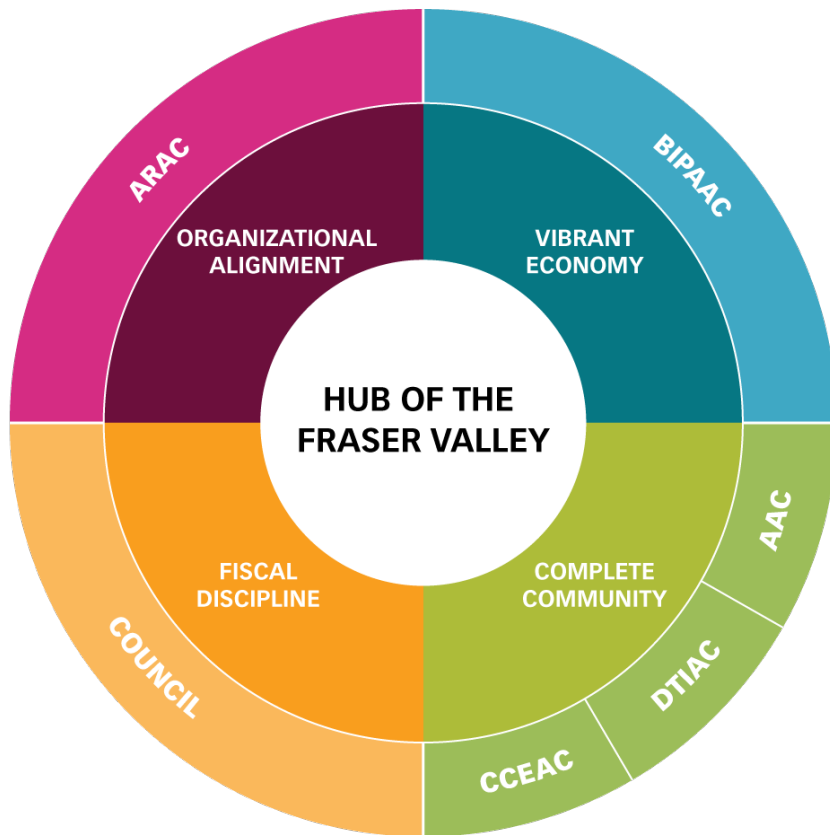
Non-Legislated (9):

<p>Agriculture, Dyking, Drainage & Irrigation Advisory Committee (ADDIAC)</p>	<p>Civic Recognition Advisory Committee (CRAC)</p>	<p>Development Advisory Committee (DAC)</p>	<p>Committee for Business, Innovation, Growth & Attraction (BIGA)</p>	<p>Homelessness Action Advisory Committee</p>
<p>Intergovernmental Affairs Advisory Committee (IAAC)</p>	<p>Parks, Recreation & Culture Advisory Committee (PRCAC)</p>	<p>Public Safety Advisory Committee (PSAC)</p>	<p>Transportation Advisory Committee (TAC)</p>	

Legislated (3):

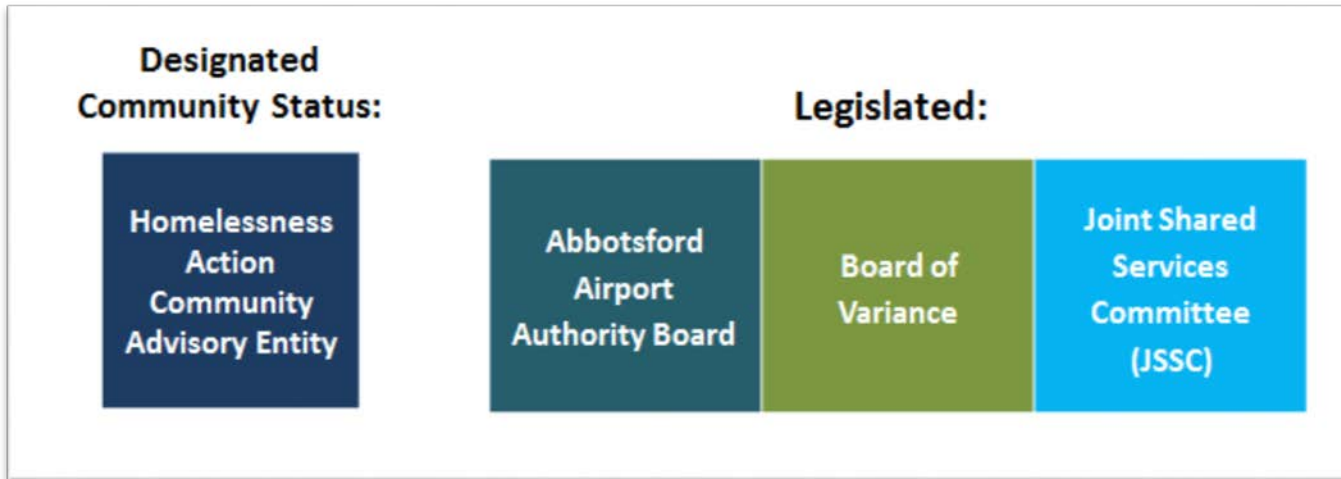
<p>Abbotsford Airport Authority Board</p>	<p>Board of Variance</p>	<p>Joint Shared Services Committee (JSSC)</p>
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Council Endorsed New Committee Framework



- Agriculture Advisory Committee
- Awards and Recognition Advisory Committee
- Business, Innovation and Public Affairs Advisory Committee
- Community, Culture and Environment Advisory Committee
- Development, Transportation and Infrastructure Advisory Committee

Legislated Committees (4)



Organizational Successes

2019 KEY ACCOMPLISHMENTS

- Launching the new online engagement portal, **Let's Talk Abbotsford** – currently has **16 City projects** open for **engagement**
- Achieving **Top 7** in the **Intelligent Community Forum** initiative
- Launched **Employee Engagement Survey**
- Completing **Willband Creek Integrated Stormwater Management Plan**
- Implementing **Council Code of Conduct**
- Launching **public Wi-Fi at ARC & MRC**
- Implementing **\$20 Summer Child & Youth Pass** at City recreation centers to get more kids active
- Supporting approximately **161 community outdoor events** with an estimated **economic impact of \$18.2 million**
- Responding to **7500 AFRS incidents**
- Coordinating approximately **60,870 volunteers hours** through PRC
- Implementing **online credit card payments** for property taxes & utility payments
- Breaking ground on the **new clubhouse and community facility** at Ledgeview Golf and Country Club
- Completion of our **Plan 200K Project** which includes 20 Master Plans, Neighbourhood Plans and various studies
- Completing **Jubilee Park Improvement Project**
- Welcoming approximately **1 million passengers** through our International Airport – another record breaking year
- Developing **Green Fleet Strategy** to reduce Green House Gas emissions
- Opening of **Salton Road Pedestrian/Cycling Bridge** project to improve mobility and safety for pedestrians and cyclists
- Earning **5 Blooms** in the provincial Communities in Bloom program
- Completing **new Urban Infill Study**

Key Issues & Trends

- Customer experience and service
- Growing our economy
- Financial stability
- Safety Culture
- Innovation/Technology
- Sustainability/Resiliency
- Business process improvements



Top Advocacy Issues

INDUSTRIAL LAND



KEY ADVOCACY ISSUE:
AVAILABILITY OF LAND / ALC EXCLUSION

TRANSPORTATION



KEY ADVOCACY ISSUE:
HWY #1 – 6-LANING EXPANSION TO
WHATCOM INTERCHANGE

AGRICULTURE



KEY ADVOCACY ISSUE:
DIRECTION OF THE ALC AND ALCA

HOMELESSNESS



KEY ADVOCACY ISSUE:
AFFORDABLE HOUSING

COMMUNITY SAFETY



KEY ADVOCACY ISSUE:
CRIME & GANGS

COLLECTOR WELLS



KEY ADVOCACY ISSUE:
NEW WATER SOURCE

2020-2024 Financial Plan

2020 FOCUS

ALLOCATED RESOURCES

- MPI (day-to-day operations)
- STRATEGIC PLAN PRIORITIES
- STRATEGIC INITIATIVES & OPPORTUNITIES
- SERVICE LEVEL INCREASE IN PRIORITY AREAS
- SUSTAINS & ENHANCES INFRASTRUCTURE

ACCOMPLISHED BY

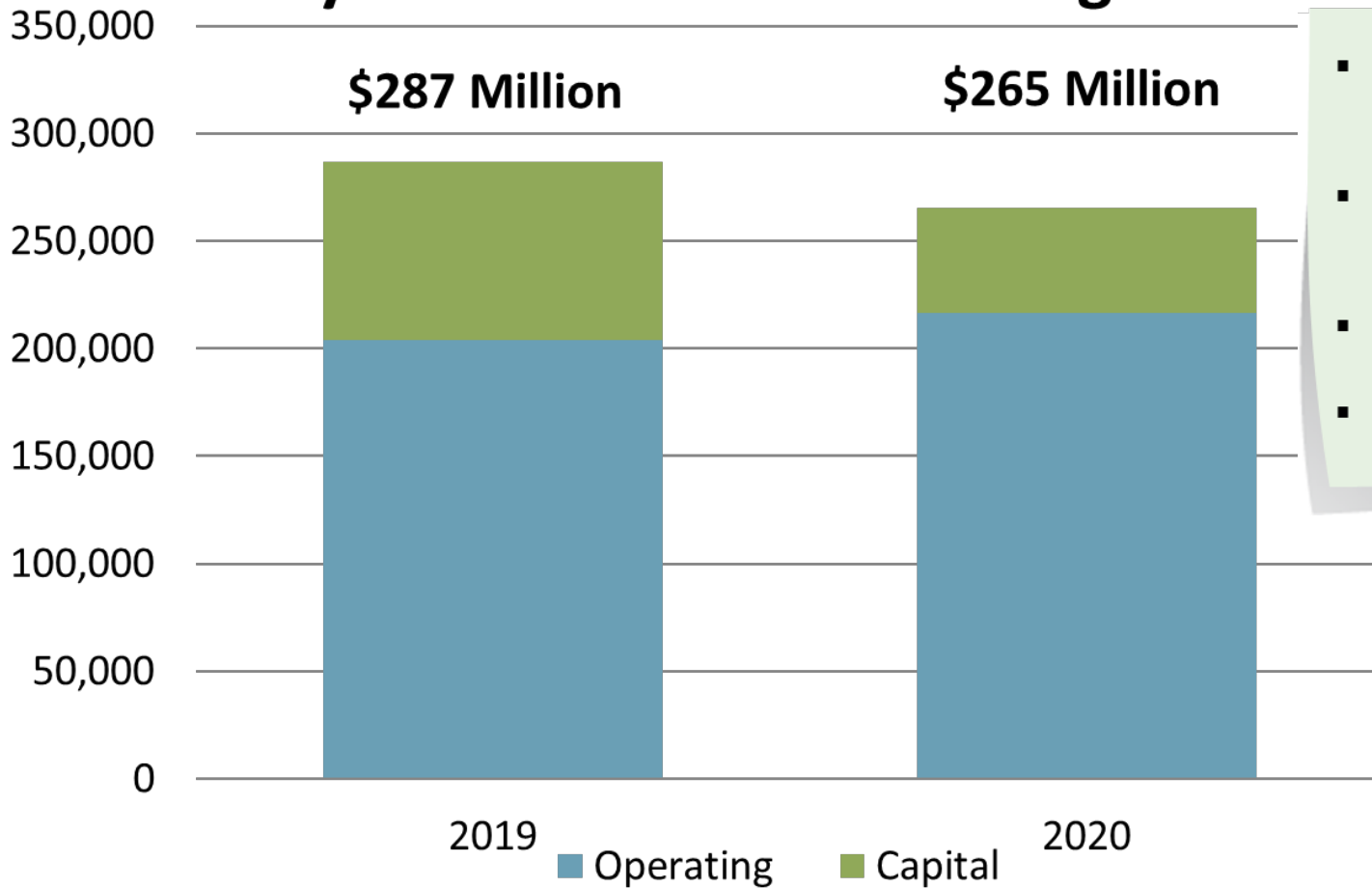
- PROPOSED TAX INCREASE
- ADDITIONAL NEW GROWTH
- 2019 EXPECTED YEAR-END SURPLUS

2020 Tax Revenue Increase - 2.12%

- Fiscally responsible
- Prudent
- Affordable
- Well positioned



City Consolidated Total Budget



- Includes general, airport, water, & sewer funds
- Excluding transfers & debt principal payments
- 2019 amended operating budget
- 2019 Capital without carry forwards

2020 Financial Plan Drivers

- MPI (day to day operations)
- Strategic Plan Priorities
- Operating Impacts:
 - Allocation of Resources
 - Strategic Initiatives & Opportunities (SIO)
 - Renewal & Replacement (R&R)

City of Abbotsford | 2019 - 2022 STRATEGIC PLAN

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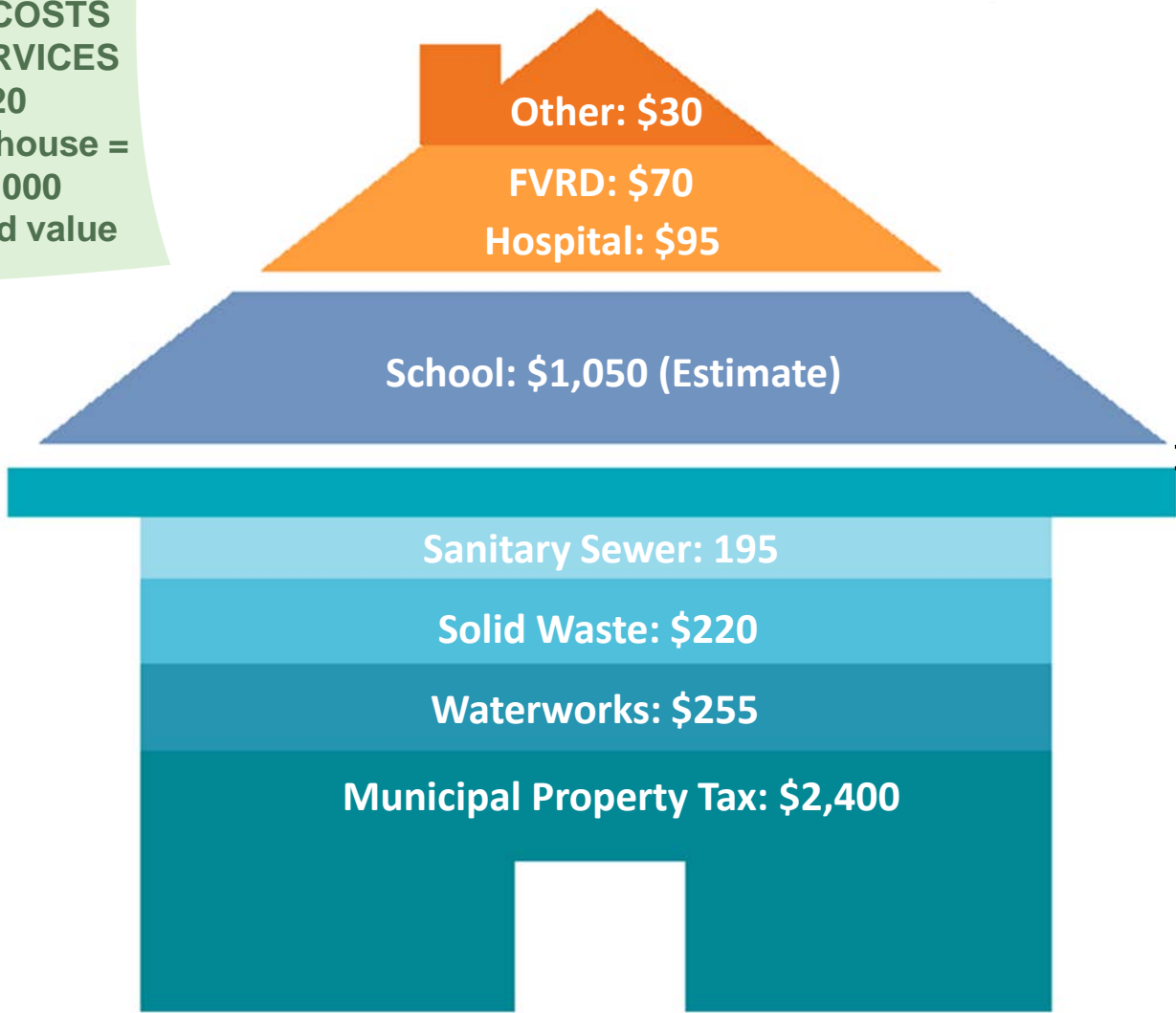
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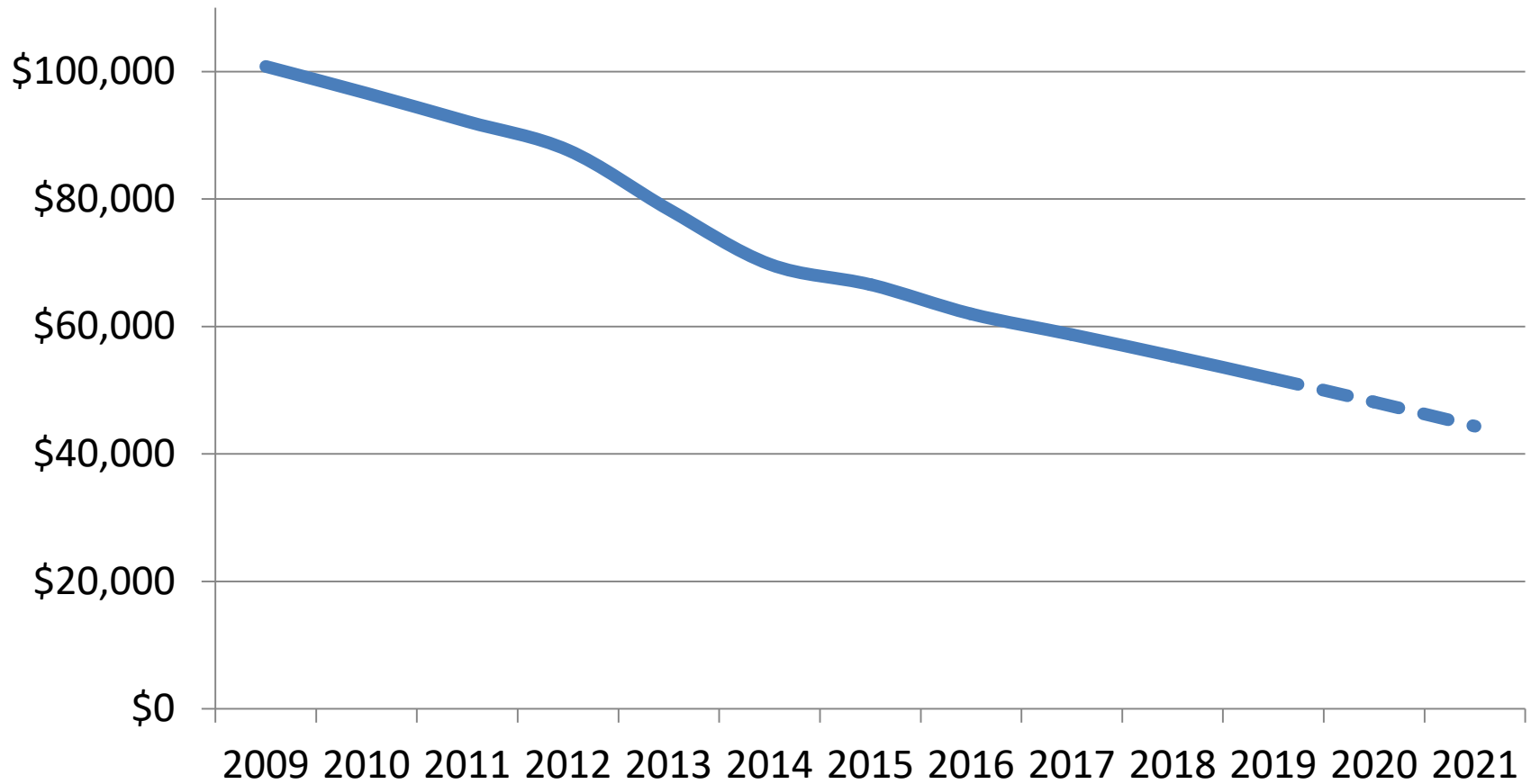
**TOTAL COSTS
FOR SERVICES
2020**
Average house =
\$733,000
assessed value



NON-MUNICIPAL
TAXES
(collected for other
agencies)

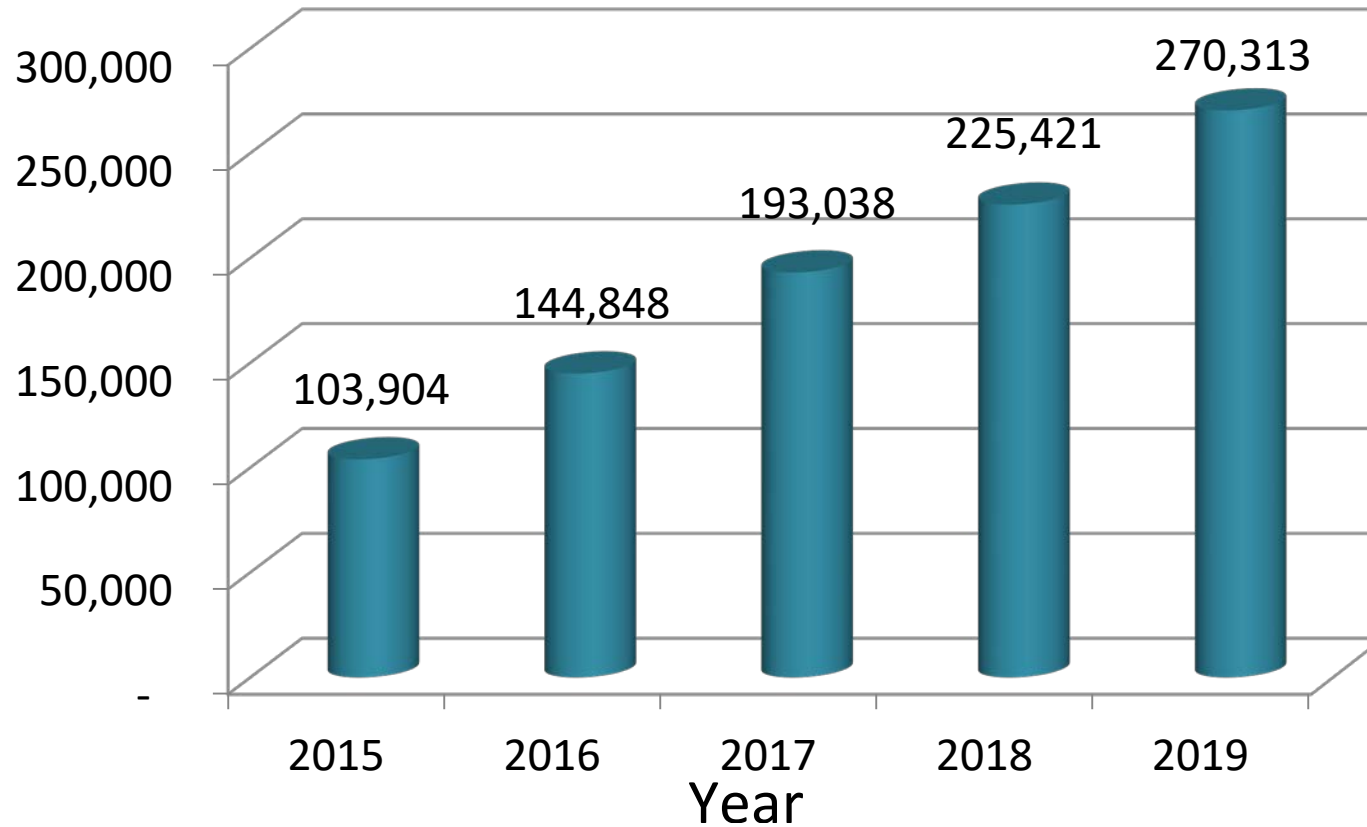
MUNICIPAL TAXES
&
other charges

Long Term Debt



Net Financial Assets – Since 2015

Amount \$ ('000)



Net Financial Assets

- Financial assets less liabilities
- Is a measurement of the available financial resources that the City has to finance future operations

Questions?

Departmental Overviews



Planning and Development Services

- AgRefresh
- McKee Neighbourhood Plan
- Zoning Bylaw Update

Engineering and Regional Utilities

- Development Bylaw Update
- Development Cost Charges (DCC) Bylaw Update

Fire Rescue Service

- Fire Rescue Service Update

Abbotsford Police Department

- Traffic Update

Proposed

**DEVELOPMENT, TRANSPORTATION
AND INFRASTRUCTURE ADVISORY
COMMITTEE**

**2020
MEETING SCHEDULE**

Please note that all meetings start at 10:00 am.

July 30

August – No Meeting

September 17

October 29

November 26

December – No Meeting